

[Insert name of Classified Agency]
Expenses for the Month(s) of [enter month or months]

August 2018

Name	Position	Purpose	Start Date	End Date	Destination	Attendees	Other Attendees	Air Fare	Other Transportation	Accommodation	Meals	Incidentals	SUBTOTAL	Hospitality	Other Expenses	TOTAL
Nom	Titre	But	Date de debut	Date de fin	Destination	Participants	Autres participants	Tarfit aerien	Autre mode de transport	Hebergement	Repas	Frais accessoires	TOTAL PARTIEL	Accueil	Autres depenses	TOTAL
Grant Bailey	Vice President Transportation	Meeting with Stakeholders	2018-08-01	2018-08-01	Toronto				35.00	233.86			268.86			268.86
Grant Bailey	Vice President Transportation	Meeting with Stakeholders	2018-08-31	2018-08-31	Toronto				17.10				17.10			17.10
Dennis Higgs	Vice President Mechanical and Remanufacturing and Repair	Meeting with Stakeholders	2018-08-15	2018-08-15	North Bay						56.90		56.90			56.90
Dennis Higgs	Vice President Mechanical and Remanufacturing and Repair	Meeting with Stakeholders	2018-08-27	2018-08-27	North Bay						172.04		172.04			172.04
Donna Jaques	General Counsel	Meeting with Stakeholders	2018-08-13	2018-08-13	North Bay						132.55		132.55			132.55