



<h1 style="margin: 0;">TRAVEL EXPENSES SUMMARY</h1>	<h1 style="margin: 0;">DIRECTOR OF HUMAN RESOURCES</h1>
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MONTH	NOVEMBER
YEAR	2008

			COSTS						
NUMBER	DESTINATIONS	PURPOSE	AIR FARES	OTHER TRAVEL	ACCOMMODATION	MEALS	MISC	REFUNDS	TOTAL COST
1	Harrogate	Visit to accommodation and services in Harrogate	£416.00						£416.00
2	London	Health and Safety Executive meeting	£335.00	£118.30	£135.12				£588.42
									£0.00
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									£0.00
									£0.00
									£0.00
								TOTAL FOR MONTH	£1,004.42
SUMMARY									