TRAVEL EXPENSES SUMMARY Director of Human Resources

MONTH	OCTOBER
YEAR	2009

			COSTS						
NUMBER	DESTINATIONS	PURPOSE	AIR FARES	OTHER TRAVEL	ACCOMMODATION	MEALS	MISC	REFUNDS	TOTAL COST
1	LONDON	Vist to Flint House, Convalescent Home	£330.79	£90.00	£95.00				£515.79
									£0.00
									£0.00
									£0.00
									£0.00
									£0.00
									£0.00
									£0.00
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									£0.00
									£0.00
									£0.00
									£0.00
									£0.00
									£0.00
									£0.00
									£0.00
					TOTAL FOR MONTH				£515.79

SUMMARY	