TRAVEL EXPENSES SUMMARY — Head of Media & PR

MONTH	NOVEMBER
YEAR	2009

			COSTS						
NUMBER	DESTINATIONS	PURPOSE	AIR FARES	OTHER TRAVEL	ACCOMMODATION	MEALS	MISC	REFUNDS	TOTAL COST
1	Birmingham	Visit to West Midlands Police	£205.50	£65.00					£270.50
									£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
									£0.00
									£0.00
									£0.00
									£0.00
					TOTAL FOR MONTH				£270.50

SUMMARY	