TRAVEL EXPENSES SUMMARY Head of Media & Public Relations

MONTH	JANUARY
YEAR	2011

			COSTS						
NUMBER	DESTINATIONS	PURPOSE	AIR FARES	OTHER TRAVEL	ACCOMMODATION	MEALS	MISC	REFUNDS	TOTAL COST
NIL									£0.00
									£0.00
									£0.00
									£0.00
									£0.00
									£0.00
									£0.00
									£0.00
									£0.00
									£0.00
									£0.00
									£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				£0.00

SUMMARY	