



|                             |                               |
|-----------------------------|-------------------------------|
| <b>HOSPITALITY EXPENSES</b> | <b>Head of Legal Services</b> |
|-----------------------------|-------------------------------|

|              |                |
|--------------|----------------|
| <b>MONTH</b> | <b>JANUARY</b> |
| <b>YEAR</b>  | <b>2013</b>    |

| NUMBER         | PURPOSE | ATTENDEES | COST                   | 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        |
|                |         |           |                        |         | £0.00        |
|                |         |           |                        |         | £0.00        |
|                |         |           |                        |         | £0.00        |
|                |         |           |                        |         | £0.00        |
|                |         |           | <b>TOTAL FOR MONTH</b> |         | <b>£0.00</b> |
| <b>SUMMARY</b> |         |           |                        |         |              |
|                |         |           |                        |         |              |
|                |         |           |                        |         |              |
|                |         |           |                        |         |              |
|                |         |           |                        |         |              |