

Highway 104 Corporation

2016/17 CEO Quarterly Travel Expense & Hospitality Report Paul Richard, PEng

Travel Expenses	Apr 1 - Jun 30	Jul 1 - Sep 30	Oct 1 - Dec 31	Jan 1 - Mar 31	Totals
Km Driven	2,560	1,080	1,535		
Reimbursement	649	274	389		
Parking and Tolls			68		
Airport Cabs					
Airfare			652		
Subtotal:	\$649	\$274	\$1,109		

Lodging	Apr 1 - Jun 30	Jul 1 - Sep 30	Oct 1 - Dec 31	Jan 1 - Mar 31	Totals
Lodging	120		80		
Transportation			32		
Subtotal:	\$120	\$0	\$112		

Food	Apr 1 - Jun 30	Jul 1 - Sep 30	Oct 1 - Dec 31	Jan 1 - Mar 31	Totals
Breakfast	7		24		
Lunch	156	105	284		
Dinner					
Miscellaneous	32	60	10		
Subtotal:	\$195	\$165	\$318		

Miscellaneous	Apr 1 - Jun 30	Jul 1 - Sep 30	Oct 1 - Dec 31	Jan 1 - Mar 31	Totals
Mthly Travel Allowance	1,032	1,032	1,032		
Subtotal:	1,032	1,032	1,032		
Quarterly Total:	\$1,996	\$1,470	\$2,571		

Hospitality Record			
Date	Location	Business Purpose	Cost
June 3 & 4, 2016	Moncton, N.B	Hosted Atlantic Toll Manager Meeting	\$932
Total:			\$932

Mileage Rate: \$0.2537