EXPENSE REIMBURSEMENT

Week Start: Monday 29th February 2016 **Week End:** Sunday 6th March 2016

Name	Becky Norris
Show / Tour	TWR Kingsway Hall Hotel
Currency	Pound Sterling (£)
Exc. Rate	GBP => GBP @ 1.00000 (as of 29 Feb 2016)

Receipt Date	Company / Supplier	Expense Type	Receipt Total (GBP)	Claim Amount (GBP)	Converted Amount (GBP)
29/02/2016	Southern rail	Travel	£28.10	£28.10	£0.00
03/03/2016	Southern rail	Travel	£35.20	£35.20	£0.00
03/03/2016	Sainsbury's	Props	£2.50	£2.50	£0.00
04/03/2016	Pizza express	Breakfast	£32.30	£10.00	£0.00
				TOTAL CLAIM (GBP)	**£75.80**