

# Expense Report

Name **Honourable Keith Hutchings**  
Department **Department of Municipal and Intergovernmental Affairs**

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## Expenses Paid Within the Reporting Period

Reference ID	Transaction Date	Purpose	Payment Date	Amount
<a href="#">PAYROLL</a>	01-DEC-2015	<a href="#">Automobile and Related Expenses</a>	01-DEC-2015	\$307.69
<a href="#">PAYROLL</a>	15-DEC-2015	<a href="#">Automobile and Related Expenses</a>	15-DEC-2015	\$246.15
			<b>Total</b>	<b>\$553.84</b>

**Note:** The Ministerial Automobile Allowance and related gas expense is processed through the payroll system since it is a taxable benefit as per Canada Revenue Agency requirements.

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<b>Payroll Details</b>		<b>Amount</b>	<b>\$307.69</b>
<b>Source</b>	<a href="#">PAYROLL</a>		
<b>Payment Date</b>	<a href="#">01-DEC-2015</a>		
<b>Description</b>	<a href="#">Automobile and Related Expenses</a>		
<b>Category</b>		<b>Amount</b>	
<a href="#">Other Expenses</a>			<b>\$307.69</b>
<b>Note: The Ministerial Automobile Allowance and related gas expense is processed through the payroll system since it is a taxable benefit as per Canada Revenue Agency requirements.</b>			

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<b>Payroll Details</b>		<b>Amount</b>	<b>\$246.15</b>
Source	<a href="#">PAYROLL</a>		
Payment Date	<a href="#">15-DEC-2015</a>		
Description	<a href="#">Automobile and Related Expenses</a>		
<b>Category</b>		<b>Amount</b>	
<a href="#">Other Expenses</a>		<a href="#">\$246.15</a>	
<b>Note: The Ministerial Automobile Allowance and related gas expense is processed through the payroll system since it is a taxable benefit as per Canada Revenue Agency requirements.</b>			