

Name	Department	Pay Period	Total Mileage	Taxi	Public Transport	Flights	Hotel	Travel	Subsistence Receipts Basis	Staff Subscriptions	Other	Total	Total per payroll reports	Difference	Other Description	COMMENTS
Frank King	1 /100	02 27/01/2011							33.61			33.61	33.61	0.00	0.00	
John Fitzgerald	1 /100	02 27/01/2011	197.70						108.99			197.70	197.70	0.00	0.00	
Margaret O'Shaughnessy	1 /100	02 27/01/2011	285.15						394.14			394.14	394.14	0.00	0.00	
Total			482.85	0.00	0.00	0.00	0.00	0.00	142.60	0.00	0.00	625.45	625.45	0.00	0.00	0.00
Linda Saunders	1 /100	03 10/02/2011	62.61					21.60				84.21	84.21	(0.00)	0.00	
Frank King	1 /100	03 10/02/2011							33.61			33.61	33.61	0.00	0.00	
John Fitzgerald	1 /100	03 10/02/2011										0.00	0.00	0.00	0.00	
Margaret O'Shaughnessy	1 /100	03 10/02/2011	285.15						108.99			394.14	394.14	0.00	0.00	See FN08
Total			347.76	0.00	0.00	0.00	0.00	21.60	142.60	0.00	0.00	511.96	511.96	-0.00	0.00	
Linda Saunders	1 /100	04 24/02/2011	118.14									118.14	118.14	0.00	0.00	
Valerie O'Reilly	1 /100	04 24/02/2011	1,802.32						33.61			1,802.32	1,802.32	0.00	0.00	
Frank King	1 /100	04 24/02/2011		15.00								48.61	48.61	0.00	0.00	
John Fitzgerald	1 /100	04 24/02/2011										0.00	0.00	0.00	0.00	
Margaret O'Shaughnessy	1 /100	04 24/02/2011										0.00	0.00	0.00	0.00	
Damian Usher	1 /100	04 24/02/2011	413.49						95.97			509.46	509.46	0.00	0.00	
Total			2,335.95	15.00	0.00	0.00	0.00	0.00	129.58	0.00	0.00	2,478.53	2,478.53	0.00	0.00	
Linda Saunders	1 /100	05 10/03/2011										0.00	0.00	0.00	0.00	
Valerie O'Reilly	1 /100	05 10/03/2011										0.00	0.00	0.00	0.00	
Frank King	1 /100	05 10/03/2011										0.00	0.00	0.00	0.00	
John Fitzgerald	1 /100	05 10/03/2011										0.00	0.00	0.00	0.00	
Margaret O'Shaughnessy	1 /100	05 10/03/2011										0.00	0.00	0.00	0.00	
Damian Usher	1 /100	05 10/03/2011										0.00	0.00	0.00	0.00	
Linda Saunders	1 /100	06 24/03/2011										0.00	0.00	0.00	0.00	
Valerie O'Reilly	1 /100	06 24/03/2011										0.00	0.00	0.00	0.00	
Frank King	1 /100	06 24/03/2011										0.00	0.00	0.00	0.00	
John Fitzgerald	1 /100	06 24/03/2011										0.00	0.00	0.00	0.00	
Margaret O'Shaughnessy	1 /100	06 24/03/2011										0.00	0.00	0.00	0.00	
Damian Usher	1 /100	06 24/03/2011										0.00	0.00	0.00	0.00	
Linda Saunders	1 /100	68 24/03/2011										0.00	0.00	0.00	0.00	
Valerie O'Reilly	1 /100	68 24/03/2011										0.00	0.00	0.00	0.00	
Frank King	1 /100	68 24/03/2011										0.00	0.00	0.00	0.00	
John Fitzgerald	1 /100	68 24/03/2011										0.00	0.00	0.00	0.00	
Margaret O'Shaughnessy	1 /100	68 24/03/2011										0.00	0.00	0.00	0.00	
Damian Usher	1 /100	68 24/03/2011										0.00	0.00	0.00	0.00	
Linda Saunders	1 /100	7 07/04/2011	62.61									71.61	71.61	0.00	0.00	0.00 Parking
Valerie O'Reilly	1 /100	7 07/04/2011										23.61	23.61	0.00	0.00	
Frank King	1 /100	7 07/04/2011		9.90					13.71			380.43	380.43	0.00	0.00	
John Fitzgerald	1 /100	7 07/04/2011	285.15						95.28			475.65	475.65	0.00	0.00	
Margaret O'Shaughnessy	1 /100	7 07/04/2011										0.00	0.00	0.00	0.00	
Damian Usher	1 /100	7 07/04/2011	347.76	9.90	0.00	0.00	0.00	0.00	108.99	0.00	0.00	475.65	475.65	0.00	0.00	
Linda Saunders	1 /100	8 29/04/2011										0.00	0.00	0.00	0.00	
Valerie O'Reilly	1 /100	8 29/04/2011										25.81	25.81	0.00	0.00	
Frank King	1 /100	8 29/04/2011		12.10					13.71			394.14	394.14	0.00	0.00	Was not paid FN03
John Fitzgerald	1 /100	8 29/04/2011	285.15						108.99			419.95	419.95	0.00	0.00	
Margaret O'Shaughnessy	1 /100	8 29/04/2011										0.00	0.00	0.00	0.00	
Damian Usher	1 /100	8 29/04/2011	285.15	12.10	0.00	0.00	0.00	0.00	122.70	0.00	0.00	419.95	419.95	0.00	0.00	

Linda Saunders	1 /120	19	29/09/2011	59.07	14.40	73.47	73.47	0.00	0.00
Valerie O'Reilly	1 /100	19	29/09/2011			0.00	0.00	0.00	0.00
Frank King	1 /100	19	29/09/2011	12.50	13.71	26.21	26.21	0.00	0.00
Margaret O'Shaughnessy	1 /100	19	29/09/2011			0.00	0.00	0.00	0.00
Damen Usher	1 /100	19	29/09/2011			1,120.47	1,120.47	0.00	0.00
David Alcorn	2 /120	19	29/09/2011	1,060.77	59.70	0.00	0.00	0.00	0.00
John Grimes	1 /120	19	29/09/2011	1,119.84	12.50	0.00	0.00	1,220.15	0.00
Linda Saunders	1 /120	20	13/10/2011			0.00	0.00	0.00	0.00
Valerie O'Reilly	1 /100	20	13/10/2011			0.00	0.00	0.00	0.00
Frank King	1 /100	20	13/10/2011			0.00	0.00	0.00	0.00
Margaret O'Shaughnessy	1 /100	20	13/10/2011			0.00	0.00	0.00	0.00
Damen Usher	1 /100	20	13/10/2011			0.00	0.00	0.00	0.00
John Grimes	1 /120	20	13/10/2011			0.00	0.00	0.00	0.00
David Alcorn	2 /120	20	13/10/2011	0.00	0.00	0.00	0.00	0.00	0.00
Linda Saunders	1 /120	21	27/10/2011			0.00	0.00	0.00	0.00
Valerie O'Reilly	1 /100	21	27/10/2011			0.00	0.00	0.00	0.00
Frank King	1 /100	21	27/10/2011			0.00	0.00	0.00	0.00
Margaret O'Shaughnessy	1 /100	21	27/10/2011			0.00	0.00	0.00	0.00
Damen Usher	1 /100	21	27/10/2011			0.00	0.00	0.00	0.00
John Grimes	1 /120	21	27/10/2011			0.00	0.00	0.00	0.00
David Alcorn	2 /120	21	27/10/2011	0.00	0.00	0.00	0.00	0.00	0.00
Linda Saunders	1 /120	22	10/11/2011			0.00	0.00	0.00	0.00
Valerie O'Reilly	1 /100	22	10/11/2011			0.00	0.00	0.00	0.00
Frank King	1 /100	22	10/11/2011			0.00	0.00	0.00	0.00
Margaret O'Shaughnessy	1 /100	22	10/11/2011			0.00	0.00	0.00	0.00
Damen Usher	1 /100	22	10/11/2011			0.00	0.00	0.00	0.00
John Grimes	1 /120	22	10/11/2011			0.00	0.00	0.00	0.00
David Alcorn	2 /120	22	10/11/2011	0.00	0.00	0.00	0.00	0.00	0.00
Linda Saunders	1 /120	23	24/11/2011	118.14		248.14	248.14	0.00	0.00
Valerie O'Reilly	1 /100	23	24/11/2011			0.00	0.00	0.00	0.00
Frank King	1 /100	23	24/11/2011	19.40	27.42	46.82	46.82	0.00	0.00
Margaret O'Shaughnessy	1 /100	23	24/11/2011			107.75	107.75	0.00	0.00
Damen Usher	1 /100	23	24/11/2011			0.00	0.00	0.00	0.00
John Grimes	1 /120	23	24/11/2011	707.16	115.18	822.34	822.34	0.00	0.00
David Alcorn	2 /120	23	24/11/2011	825.30	19.40	0.00	1,225.05	1,225.05	0.00
Linda Saunders	1 /120	24	08/12/2011	59.07		66.27	66.27	0.00	0.00
Valerie O'Reilly	1 /100	24	08/12/2011			0.00	0.00	0.00	0.00
Frank King	1 /100	24	08/12/2011			0.00	0.00	0.00	0.00
Margaret O'Shaughnessy	1 /100	24	08/12/2011	549.85		549.85	549.85	0.00	0.00
Damen Usher	1 /100	24	08/12/2011			0.00	0.00	0.00	0.00
John Grimes	1 /120	24	08/12/2011	608.92	0.00	0.00	616.12	616.12	0.00
David Alcorn	2 /120	24	08/12/2011	59.07	0.00	0.00	73.47	73.47	0.00
Linda Saunders	1 /120	25	22/12/2011			0.00	0.00	0.00	0.00
Valerie O'Reilly	1 /100	25	22/12/2011			0.00	0.00	0.00	0.00
Frank King	1 /100	25	22/12/2011			0.00	0.00	0.00	0.00
Margaret O'Shaughnessy	1 /100	25	22/12/2011	215.25	13.45	318.70	318.70	0.00	0.00
Damen Usher	1 /100	25	22/12/2011			0.00	0.00	0.00	0.00
John Grimes	1 /120	25	22/12/2011	274.32	0.00	0.00	392.17	392.17	0.00
David Alcorn	2 /120	25	22/12/2011			0.00	0.00	0.00	0.00

## 2010

**Project:**

**Engine Size:**

aimants Name:

Car Model:

**Car Reg:**

[illegible]

TOTAL: 23.61

Date: \_\_\_\_\_

17/12/10

Approved  
Payment: Anne Cydon  
(Head of Dept / Director  
/ CEO)

**Signed:**

(Administrator)

**Re Mr. John Fitzgerald's (Chairman) expenses claim 06-01-2011**

It is noted that Mr. Fitzgerald's claim includes €50 of un-receipted miscellaneous expenses associated with the duties of his position (mobile phone, stationery etc). This appears reasonable and the NTA is satisfied that it is appropriate to reimburse Mr. Fitzgerald this amount.

As per the Department of Finance handbook - *Code of Practice for the Governance of State Bodies* – the Chairperson's annual report will include a schedule of the fees and aggregate expenses paid to each of the Directors in order to allow for monitoring of amounts paid.



**Simon Conry**  
**Assistant Principal**  
**Corporate Policy and Services**  
**11-01-2011**

*Paul O'Connell* 14/1/11



National  
Transport Authority  
Deilias Naíanta Timpail

James F. Kennedy

Car Reg: -

Engine Size: \_\_\_\_\_

1

Car Model: 

Car Model: <span style="background-color: black; color: black;">XXXXXXXXXX</span> Car Reg: <span style="background-color: black; color: black;">XXXXXXXXXX</span>		For Admin Only	
Date	Travel Claim	Cycle Mileage	Car Mileage
	PARKING (ATTACHED)		14470
	11.12.11. Travel from work - stationing RSC (KSR)		5000
Date	Subsistence Claim		
	5 Hour <input type="checkbox"/> 10 Hour <input type="checkbox"/>		
	10.12.11		14770

Approved Payment: \_\_\_\_\_

Director/Chairman

Approved: Mr. G. Khan

Director/Chairman

Signed; \_\_\_\_\_  
(Claimant)

Date: 6.11

Signed: \_\_\_\_\_

Pre-Question

Approved Payment: \_\_\_\_\_  
(Director/Chairman)

(Claimant)

Director

21/1/2011

RECEIVED

10 JAN 2011

2010  
NATIONAL TRANSPORT AUTHORITY

CLAIM FOR RECOVERY

nt:—

NTA.

Practical 2010

8.10

13.50

16.20

10.80

10.80

5.40

10.80

18.30

5.40

10.80

8.10

9.00

13.50

3.40

---

144.70

✓

SK

receipts  
attached

ABBEY STREET  
VAT NO. IE0070734R  
RECEIPT C2

ENTRY TIME:  
21.05.10 10:01  
EXIT TIME:  
21.05.10 13:35  
PARK-DUR. : HRS:MIN  
0:03:34

AMOUNT:  
EUR 10.80

KIND OF PAYMENT:

THANK YOU FOR YOUR  
VISIT

ABBEY STREET  
VAT NO. IE0070734R  
RECEIPT C2

ENTRY TIME:  
21.04.10 09:25  
EXIT TIME:  
21.04.10 12:22  
PARK-DUR. : HRS:MIN  
0:02:56

AMOUNT:  
EUR 8.10

KIND OF PAYMENT:

THANK YOU FOR YOUR  
VISIT

ABBEY STREET  
VAT NO. IE0070734R  
RECEIPT C2

ENTRY TIME:  
09.06.10 09:47  
EXIT TIME:  
09.06.10 11:41  
PARK-DUR. : HRS:MIN  
0:01:55

AMOUNT:  
EUR 5.40

KIND OF PAYMENT:

THANK YOU FOR YOUR  
VISIT

ABBEY STREET  
VAT NO. IE0070734R  
RECEIPT C2

ENTRY TIME:  
18.06.10 10:03  
EXIT TIME:  
18.06.10 16:26  
PARK-DUR. : HRS:MIN  
0:06:23

AMOUNT:  
EUR 18.90

KIND OF PAYMENT:

THANK YOU FOR YOUR  
VISIT

ABBEY STREET  
VAT NO. IE0070734R  
RECEIPT C1

ENTRY TIME:  
26.03.10 09:59  
EXIT TIME:  
26.03.10 14:53  
PARK-DUR. : HRS:MIN  
0:04:54

AMOUNT:  
EUR 13.50

KIND OF PAYMENT:

THANK YOU FOR YOUR  
VISIT

City  
CUIR AN TAOBH SEO THUAS AR AN DPAINÉAL  
PLACE THIS SIDE UP ON DASHBOARD

DATE  
20/04/10  
AMOUNT PAID  
3,40€  
LOCATION  
FITZ 505  
SEANTAR  
ZONE  
15:51 YEL  
AN EISTHE  
TIME ISSUED  
14:41



ABBAY STREET  
VAT NO. IE0070734R  
RECEIPT C1

ENTRY TIME:  
17.11.10 11:01  
EXIT TIME:  
17.11.10 16:26  
PARK-DUR. : HRS:MIN  
0:05:25  
AMOUNT:  
EUR 16.20

KIND OF PAYMENT:

THANK YOU FOR YOUR  
VISIT

ABBAY STREET  
VAT NO. IE0070734R  
RECEIPT C2

ENTRY TIME:  
19.11.10 09:59  
EXIT TIME:  
19.11.10 14:18  
PARK-DUR. : HRS:MIN  
0:04:18  
AMOUNT:  
EUR 13.50

KIND OF PAYMENT:

THANK YOU FOR YOUR  
VISIT

ABBAY STREET  
VAT NO. IE0070734R  
RECEIPT C2

ENTRY TIME:  
17.12.10 10:04  
EXIT TIME:  
17.12.10 12:53  
PARK-DUR. : HRS:MIN  
0:02:49  
AMOUNT:  
EUR 8.10

KIND OF PAYMENT:

THANK YOU FOR YOUR  
VISIT

ABBAY STREET  
VAT NO. IE0070734R  
RECEIPT C2

ENTRY TIME:  
02.09.10 13:44  
EXIT TIME:  
02.09.10 15:40  
PARK-DUR. : HRS:MIN  
0:01:56  
AMOUNT:  
EUR 5.40

KIND OF PAYMENT:

THANK YOU FOR YOUR  
VISIT

ABBAY STREET  
VAT NO. IE0070734R  
RECEIPT C1

ENTRY TIME:  
03.09.10 09:59  
EXIT TIME:  
03.09.10 13:44  
PARK-DUR. : HRS:MIN  
0:03:45  
AMOUNT:  
EUR 10.80

KIND OF PAYMENT:

THANK YOU FOR YOUR  
VISIT

ABBAY STREET  
VAT NO. IE0070734R  
RECEIPT C2

ENTRY TIME:  
15.10.10 10:05  
EXIT TIME:  
15.10.10 13:29  
PARK-DUR. : HRS:MIN  
0:03:24  
AMOUNT:  
EUR 10.80

KIND OF PAYMENT:

THANK YOU FOR YOUR  
VISIT

ABBAY STREET  
VAT NO. IE0070734R  
RECEIPT C2  
ENTRY TIME:  
09.07.10 09:46  
EXIT TIME:  
09.07.10 13:43  
PARK-DUR. : HRS:MIN  
0:03:56  
AMOUNT:  
EUR 10.80  
KIND OF PAYMENT:  
THANK YOU FOR YOUR  
VISIT

DÁTA  
DATE/

AM IDITHE  
EXPIRY TIME/

CEANTAR  
ZONE/

17/11/09 16:58 YEL

AM EISITHE  
TIME ISSUED/

14:12

MÉID ÍOCTHA  
AMOUNT PAID/

8,00€

SUIOMH  
LOCATION/

MERRION SS

Dublin City  
Baile Átha Cliath

CUIR AN TAOBH SEO THUAS AR AN bPAINÉAL  
PLACE THIS SIDE UP ON DASHBOARD

Dublin City  
Baile Átha Cliath

PLACE THIS SIDE UP ON DASHBOARD  
CUIR AN TAOBH SEO THUAS AR AN bPAINÉAL  
Merrion ss south 7909

ISSUED / EISITHE : TIME / AM DATE / DATA  
No. 0485 10:48 20.01.10

Yellow Zone

EXPIRY TIME / DATE  
AM / DATA IDITHE

12:56  
20.01.10

€ 6.20

Dublin City  
Baile Átha Cliath

PLACE THIS SIDE UP ON DASHBOARD  
CUIR AN TAOBH SEO THUAS AR AN bPAINÉAL  
Merrion ss south 7910

ISSUED / EISITHE : TIME / AM DATE / DATA  
No. 1198 09:56 02.12.09

Yellow Zone

EXPIRY TIME / DATE  
AM / DATA IDITHE

11:39  
02.12.09

€ 5.00

AMOUNT PAID / MÉID ÍOCTHA

Dublin City  
Baile Átha Cliath

PLACE THIS SIDE UP ON DASHBOARD  
CUIR AN TAOBH SEO THUAS AR AN bPAINÉAL  
Merrion ss south 7909

ISSUED / EISITHE : TIME / AM DATE / DATA

No. 2222 12:30 23.09.09

Yellow Zone

EXPIRY TIME / DATE  
AM / DATA IDITHE

13:34  
23.09.09

€ 3.10

AMOUNT PAID / MÉID ÍOCTHA

Dublin City  
Baile Átha Cliath

PLACE THIS SIDE UP ON DASHBOARD  
CUIR AN TAOBH SEO THUAS AR AN bPAINÉAL  
Merrion ss south 7909

ISSUED / EISITHE : TIME / AM DATE / DATA

No. 2194 09:48 23.09.09

Yellow Zone

EXPIRY TIME / DATE  
AM / DATA IDITHE

12:33  
23.09.09

€ 8.00

AMOUNT PAID / MÉID ÍOCTHA

ABBEY STREET  
VAT NO. IE0070734R  
RECEIPT C2

ENTRY TIME:

02.12.09

EXIT TIME:

02.12.09

PARK-DUR :

00:00:00

AMOUNT:

EUR 10.80

KIND OF PAYMENT:

CASH

THANK YOU FOR YOUR VISIT

ABBEY STREET  
VAT NO. IE0070734R  
RECEIPT C2

ENTRY TIME:

22.01.10 10:01

EXIT TIME:

22.01.10 11:21

PARK-DUR : HRS:MIN

0:00:20

AMOUNT:

EUR 10.80

KIND OF PAYMENT:

CASH

THANK YOU FOR YOUR VISIT

ABBEY STREET  
VAT NO. IE0070734R  
RECEIPT C2

ENTRY TIME:

19.02.10 09:39

EXIT TIME:

19.02.10 13:21

PARK-DUR : HRS:MIN

0:03:41

AMOUNT:

EUR 10.80

KIND OF PAYMENT:

CASH

THANK YOU FOR YOUR VISIT

22

**CLAIM FORM - NATIONAL TRANSPORT AUTHORITY**

**EXPENSE**

Project: NTA BOARD 2010

ants Name:

Project: WIM CONTROL

Engine Size: \_\_\_\_\_

Car Model:

**Car Reg:**

[illegible]

TOTAL: 394.14

Signed:

(Claimant)

Date:

28/1/2011

Approved: \_\_\_\_\_  
Payment: \_\_\_\_\_

Aravindan  
(Head of Dept / Director  
/ CEO)

**Signed:**

Sherry  
(Administrator)

(Claimant)

10/1/2

18/02/11 10:09  
TERMINAL-USER-TRAN  
71003767-0001-0558HERBERT PARK HOTEL  
BALLSBRIDGE  
DUBLIN 4

## HERBERT PARK HOTEL

Ms Margaret OShaughnessy  
Leahies  
Foynes  
Co. LimerickRoom No. :  
Arrival :  
Departure :  
Cashier :  
Page :  
Company :  
Folio No. :  
PO/ VCH No. :  
INVOICE

[REDACTED]

[REDACTED]

[REDACTED]

SALE TOTAL  
EUR109.00

MARGARET SHAUGHNESSY

PLEASE DEBIT MY ACCOUNT WITH THE  
TOTAL AMOUNT IN EUR SHOWN.

PIN VERIFIED

PLEASE RETAIN THIS RECEIPT FOR YOUR  
RECORDS  
AUTH CODE = 071946 101

Date	Description
------	-------------

17/02/11 Accommodation B&amp;B 3273508

18/02/11 Visa F/O [REDACTED]

Total

€ 109.00 109.00

Total Balance Due

€ 0.00

## VAT Breakdown

Net @ 0%	€	0.00
Net @ 13.5%	€	96.04
Net @ 21%	€	0.00
Total Net	€	96.04
VAT @ 13.5	€	12.96
Vat @ 21%	€	0.00
Total VAT	€	12.96
Total Bill	€	109.00

GUEST SIGNATURE



**EXPENSES CLAIMED FOR**

Project: NTA Board Meeting 2010

2010

Claimants Name:

LINDA SAUNDERS

Car Model:

Car Req:

**Engine Size:**

[illegible]

RECEIVED

TOTAL: 84.21

Signed: Ando Saunders

(Claimant)

Approved: \_\_\_\_\_  
Payment: \_\_\_\_\_

Are Exch

(Head of Dept / Director

24 JAN 2011

Signed:

(Head of Dept / Director  
(CONVENTIONAL TRANSPORT AUTHORITY

(Administrator)

3/2/2011

NTA Mtg 19/11/2010 Board

Linda Saunders.

ABBAY STREET  
VAT NO. IE0070734R  
RECEIPT C2

ENTRY TIME:  
19.11.10 10:04

EXIT TIME:  
19.11.10 13:47

PARK-DUR. : HRS MIN.  
0:03:43

AMOUNT:  
EUR 10.80

KIND OF PAYMENT:

THANK YOU FOR YOUR  
VISIT

~~Signature~~

Board  
NTA meeting 17 Dec 2010  
Linda Saunders

ABBAY STREET  
VAT NO. IE0070734R  
RECEIPT C2

ENTRY TIME:  
17.12.10 08:59

EXIT TIME:  
17.12.10 10:52

PARK-DUR. : MIN  
2:53

AMOUNT:  
EUR 10.80

KIND OF PAYMENT:

THANK YOU FOR YOUR  
VISIT

Project: N7A BO: NED

**Engine Size:**

**Car Reg:**

[illegible]

**TOTAL:** 33.61

**Approved  
Payment:**

Date:

**Signed:**

(Administrator)





**Tracy Sweetman**

**Subject:**

FW: Expenses

Margaret O'Shaughnessy was paid expenses in

PP02 (27/01/11): €394.14

PP03 (10/02/11): €394.14

It seems expenses dated 18/02/11 were never paid in error

---

**From:** Tracy Sweetman  
**Sent:** 18 Aibreán 2011 16:43  
**To:** 'Margaret O'Shaughnessy'  
**Subject:** RE: Expenses

No problem Margaret

Regards,  
Tracy

---

**From:** Margaret O'Shaughnessy [mailto:margaret@flyingboatmuseum.com]  
**Sent:** 18 Aibreán 2011 14:54  
**To:** Tracy Sweetman  
**Subject:** Re: Expenses

Hi Tracey  
thank you for your email yes I saw the payment going through on 14th April but was not sure which month it related to.  
Thanks for your help

MArgaret

On Mon, Apr 18, 2011 at 10:38 AM, Tracy Sweetman <[Tracy.Sweetman@nationaltransport.ie](mailto:Tracy.Sweetman@nationaltransport.ie)> wrote:

Dear Margaret

It seems that your expenses were not paid for February and I apologise for this error, I am putting them through with the current expenses payment, which will be paid into your bank account on the 28<sup>th</sup> of April.

The March amount was included in the payment that should have reached your bank account on the 14<sup>th</sup> of April 2011.

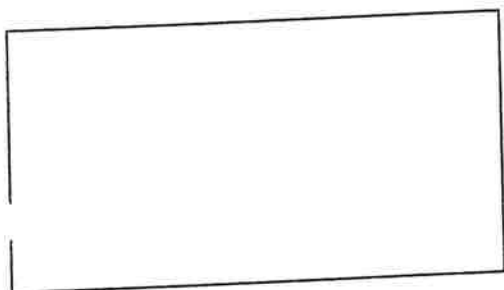
If you have any further queries please let me know as I have replaced Sinead.

Kind regards

Tracy

Tracy Sweetman

Corporate Policy & Services



Dún Scéine

Iveagh Court  
Harcourt Lane  
Dublin 2

Tel: + 353 (0)1 879 8300

Ddi: + 353 (0)1 879 8310

Email: [tracy.sweetman@nationaltransport.ie](mailto:tracy.sweetman@nationaltransport.ie)

Web: [www.nationaltransport.ie](http://www.nationaltransport.ie)

---

**From:** Margaret O'Shaughnessy [<mailto:margaret@flyingboatmuseum.com>]  
**Sent:** 08 April 2011 21:37  
**To:** Anne Graham  
**Subject:** Expenses

Hi Anne

Hope you are keeping well. I am going on holidays tomorrow Saturday for one week and back on 16th April so please make my apologies to the Board for my absence from their meeting on 15th.

Just a query Anne I was checking my bank account and notice that both my expense claims for the February Meeting and the March meeting have not gone through. I know it is probably too soon for the March one

but going on what usually happens the February claim should be gone through by now? If there is a problem please let me know.

I was in Dublin this week for Museum and stayed at Burlington so asked them for a rate for rest of year for my meetings and they gave me a rate of B & B for €89 per night which is a very good rate and I intend to take them up on it for future meetings. Mespil was not very nice.

February claim was for stay at Herbert Park Hotel €109 plus whatever the usual mileage allowance is.

March meeting was for stay at Mespil Hotel €90.45 plus usual mileage allowance.

Sorry for bothering you but dont know who I should address email to as Sinead sent me email that she is leaving.

Many thanks Anne

Margaret O'Shaughnessy

[REDACTED]

Margaret O'Shaughnessy  
Director

[REDACTED]

IM FORM - NATIONAL TRANSPORT AUTHORITY  
EXPENSES,

2010

Project: NTA BOARD

**nants Name:**

LINDA SAUNDERS

Car Model:

Cap Reg:

**Engine Size:**

[illegible]

TOTAL: 118.14

17 FEB 2011

Date:

**Approved:**  
**Payment:**

(Head of Dept / Director  
/ CEO)

**Signed:**

(Administrator)

**(Claimant)**

5026

EXPENSES (M FORM - NATIONAL TRANSPORT AUTHORITY

2010

**Project:**

nts Name:

**Car Reg:**

### Engine Size

[illegible]

TOTAL

~~Total 8 claims~~  
~~1,802.32~~

TOTAL: 625.29

Approved: \_\_\_\_\_  
Payment: \_\_\_\_\_

Amrinder  
(Head of Dept / Director  
/ CFO)

**Signed:**

(Administrator)

Signed:

1000

Date:

EXPENSES ( )

2010

**Project:**

ants Name:

Car Model:

**Car Reg:**

### Engine Size

Date	Description of Claim	Cycle Mileage km	Car Mileage km	Mileage Rate Per km	Total Mileage €	Taxi €	Public Transport €	Flights €	Hotel €	Travel €	Subsistence €	Time out of Office	Other €	Total €
N/C Code:												Depart: Taxi Return: 4.41		225.29
	General Duesin (Return)		190.7		381.4							Depart: Return:		
												Depart: Return:		
												Depart: Return:		
												Depart: Return:		
												Depart: Return:		
												Depart: Return:		
												Depart: Return:		
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												Depart: Return:		
												Depart: Return:		
												Depart: Return:		
												Depart: Return:		
<b>TOTAL</b>														

**TOTAL:**

Approved: \_\_\_\_\_  
Payment: \_\_\_\_\_

Anne Graham  
(Head of Dept / Director  
/ CEO)

**Signed:**

(Administrator)

Date: \_\_\_\_\_

Signed:

(claimant)

**nants Name:**

Victoria Okely

**Project:**

2010

Car Model

Car Reg:



### Engine Size

[illegible]**TOTAL:**

62.522

Approved: \_\_\_\_\_  
Payment: \_\_\_\_\_

Anne Giddan  
(Head of Dept / Director  
/ CEO)

Date:

Signed: W. Kelly

(Claimant)

Signed: Sherry  
(Administrator)

(Administrator)

EXPENSES (IM FORM - NATIONAL TRANSPORT AUTHORITY)

2010

**Project:**

**Engine Size:**

Very Old

**Car Reg:**

ants Name:

Car Model:

[illegible]

**TOTAL:**

Approved  
Payment:

(Head of Dept / Director  
/ CEO)

**Signed:**

(Administrator)

Date:

Signed:

(claimant)



EXPENSES

2010

**Project:**

**Engine Size:**

**Parents Name:**

Car Model:

**Car Reg:**

[illegible]

**TOTAL:**

Approved: \_\_\_\_\_  
Payment: \_\_\_\_\_

(Head of Dept / Director  
/ CEO)

Date:

Signed: \_\_\_\_\_

(Claimant)

**Signed:**

(Administrator)

# EXPENSES

## EXPENSES

2010

**Project:**

**Parents Name:**

**Car Model:**

**Car Reg:**

## Engine Stroke

[illegible]**TOTAL:**

225.29

Signed:

Valley  
(Claimant)

(Claimant)

Date:

**Approved:**  
**Payment:**

Are Gordan  
(Head of Dept / Director  
/ CEO)

**Signed:**

Henry  
(Administrator)

(Administrator)

**EXPENSES**

2010

**Project:**

ants Name: Victoria Kelly

**Car Reg:**

**Car Model:**

### Engine Size

[illegible]

TOTAL:

Approved: \_\_\_\_\_  
Payment: \_\_\_\_\_

Pre Corman  
(Head of Dept / Director  
/ CEO)

Date:

**Signed:**

(Claimant)

**Signed:**

(Administrator)

## EXPENSES - NATIONAL TRANSPORT AUTHORITY FORM

2010

**Project:**

**Parents Name:**

Car Model:

**Car Reg:**

**Engine Size:**

[illegible]**TOTAL:**

Approved: \_\_\_\_\_  
Payment: \_\_\_\_\_

Amey  
(Head of Dept / Director  
/ CEO)

Date:

**Signed:**

(Administrator)

245

2010

### Project:

nts Name:

Fiveparks KING

**Car Reg:**

**Car Model:**

**Engine Size:**

[illegible]**TOTAL****TOTAL:**

**Signed:**

to 2 days P.C.

**(Claimant)**

Date:

18/2/2011

**Approved:**  
**Payment:**

Pre Gidan  
(Head of Dept / Director  
/ CEO)

**Signed:**

Henry  
(Administrator)

Official Receipt

# TAXIS

Date 18-2-11

From

11050501

To

11050501

To

€15-00

Signed

[Signature]

EXPENSE CLAIM FORM - NATIONAL TRANSPORT AUTHORITY

RECEIVED  
2010

**Project:**

~~18 FEB 2011~~

**Engine Size:**

**Car Reg:**

**Claimants Name:**

**Car Model:**



**Car Reg:**

Date	Description of Claim	Cycle Mileage km	Car Mileage km	Mileage Rate Per km	Total Mileage	Taxi €	Public Transport €	Flights €	Hotel €	Travel €	Subsistence €	NATIONAL TRANSPORT AUTHORITY Time out of		Other €	Total €
												Office			
N/C Code:															
	June 10 Board Mtg		100	100	59.07						13.71				72.78
	<i>Giddy</i>			.5907											
	August Board Mtg		100	100	59.07						13.71				72.78
	Sept Board Mtg		100	100	59.07						13.71				72.78
	Oct Board Mtg		100	100	59.07						13.71				72.78
	Nov Board Mtg		100	100	59.07						13.71				72.78
	Dec Board Mtg		100	100	59.07						13.71				72.78
	Jan Board Mtg		100	100	59.07										
	TOTAL				413.49						95.97				

TOTAL: 509

**TOTAL:** 509.46

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	41	42	43	44	45	46	47	48	49	50	51	52	53	54	55	56	57	58	59	60	61	62	63	64	65	66	67	68	69	70	71	72	73	74	75	76	77	78	79	80	81	82	83	84	85	86	87	88	89	90	91	92	93	94	95	96	97	98	99	100
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Approved  
Payment: Asa Cichan  
(Head of Dept / Director  
/ CEO)

Signed: Glenn  
(Administrator)

Date:

Signed:

(claimant)

EXPENSES CLAIM FOR - NATIONAL TRANSPORT AUTHORITY (Required monthly)

Project: NTA BOARD

2010.

**Car Reg:**

**Engine Size:**

NATIONAL TRANSPORT AUTHORITY

[illegible]

TOTAL: 71.61

Date:

*[Signature]*  
(Head of Dept / Director  
/ CEO)

**Signed:**

Tracy Sweetin  
(Administrator)

(Claimant)



25/3/2011

0-Park Royal Surge  
St Stephen's Green  
VAT No. IE82585006  
RECEIPT GS

ENTRY TIME: 18.02.11 10:16  
EXIT TIME: 18.02.11 12:35  
PARK-DUR.: HRS:MIN 0:02:19  
AMOUNT: EUR 9.00

KIND OF PAYMENT: CASH

THANK YOU FOR YOUR VISIT

十  
二  
五

2014

**Engine Size:**

**Car Reg:**

TOTAL: €23.61

Tafay Sweetman

(Administrator)



424

Car Model:

Antal Károly

DOHKO

NTA BOARD

25/3/2011

11/25/20

(Claimant)

(Head of Dept / Director

Tracy Sweetman  
(Administrator)

**TOTAL**

**TOTAL:**



Mespil Road, Dublin 4, Ireland  
Tel: +353 1 488 4600 Fax: +353 1 667 1244  
email: mespil@lee-hotels.com  
www.lee-hotels.com

**Mrs Margaret OShaughnessy  
Limerick**

**Room No. : 304**  
**Arrival : 24/03/11**  
**Departure : 25/03/11**  
**Cashier : 57 / Peter Forrest**  
**Page : 1 of 1**  
**Date : 25/03/11**  
**Company : National Transport Authority**  
**Folio Number : 140387**

**VAT Number: IE6590084I**  
**Voucher/PO Number:**

**INVOICE**

Date	Description		Charges €	Payments €
24/03/11	Bar Food Late	Food002255220110324193141 > [Room# : Check#0022552]	20.45	
24/03/11	Bed & Breakfast	2910976	70.00	
25/03/11	Visa			90.45
<b>Total Balance Due €</b>				0.00

**VAT Breakdown**

	Net €	VAT €	Gross €
<b>VAT@ 13.5%</b>	79.69	10.76	90.45
<b>VAT@ 21%</b>	0.00	0.00	0.00
<b>NET@ 0%</b>	0.00	0.00	0.00
<b>VAT Exempt</b>	0.00	0.00	0.00
<b>Total</b>	79.69	10.76	90.45



## EXPENSE CLAIM FORM - NATIONAL TRANSPORT AUTHORITY

2011

**Claimants Name:**

**Project:**

**Engine Size:**

**Car Model:**

**Car Reg:**

[illegible]

**TOTAL:** 18.9

15/4/11

Signed: Robert P. C.

Date:

Approved: \_\_\_\_\_  
Payment: \_\_\_\_\_  
(Head of Dept / Director)

(Administrator)

Tracy Sweetman

Industry

TAXI RECEIPT NO. 7192

www.SouthDublinAutos.ie  
Serving The Taxi Industry!

VEHICLE REG NO 05 12189  
09 12 - 09:33 12 04 11

LICENCE NO. 41169  
CAR NO.

DISTANCE  
TARIFF A € 12.10  
FARE €

TIP

tips/10% Discount €  
TOTALS €  
www.SouthDublinAutos.ie  
Serving The Taxi Industry!

Project: Board Meeting Feb 2011

its Name: Hayel Shafar



Engine Size:

Car Reg:

Car Model:

Date	Description of Claim	Cycle Mileage km	Car Mileage km	Mileage Rate Per km	Total Mileage	Taxi €	Public Transport €	Flights €	Hotel €	Travel €	Subsistence €	Time out of Office	Other €	Total €
	Feb 2011		300	0.9505							285.15	Depart: Return:		285.15
	Board Meeting									overnight	168.99	Depart: Return:		168.99
												Depart: Return:		
												Depart: Return:		
												Depart: Return:		
												Depart: Return:		
												Depart: Return:		
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												Depart: Return:		
												Depart: Return:		
												Depart: Return:		
												Depart: Return:		
TOTAL														

TOTAL: 394.14

Date: 18/2/2011

Approved Payment: Hayel Shafar  
(Head of Dept / Director / CEO)

Signed: Hayel Shafar  
(Administrator)

Signed: Hayel Shafar  
(Claimant)

Paid expenses 8 x 15



**Tracy Sweetman**

---

**Subject:**

FW: Expenses

Margaret O'Shaughnessy was paid expenses in

PP02 (27/01/11): €394.14

PP03 (10/02/11): €394.14

It seems expenses dated 18/02/11 were never paid in error

---

**From:** Tracy Sweetman  
**Sent:** 18 Aibreán 2011 16:43  
**To:** 'Margaret O'Shaughnessy'  
**Subject:** RE: Expenses

No problem Margaret

Regards  
Tracy

---

**From:** Margaret O'Shaughnessy [mailto:margaret@flyingboatmuseum.com]  
**Sent:** 18 Aibreán 2011 14:54  
**To:** Tracy Sweetman  
**Subject:** Re: Expenses

Hi Tracey,  
thank you for your email yes I saw the payment going through on 14th April but was not sure which month it related to.  
Thanks for your help

MArgaret

On Mon, Apr 18, 2011 at 10:38 AM, Tracy Sweetman <[Tracy.Sweetman@nationaltransport.ie](mailto:Tracy.Sweetman@nationaltransport.ie)> wrote:

Dear Margaret

It seems that your expenses were not paid for February and I apologise for this error, I am putting them through with the current expenses payment, which will be paid into your bank account on the 28<sup>th</sup> of April.

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If you have any further queries please let me know as I have replaced Sinead.

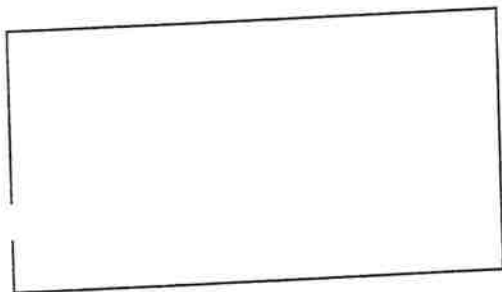
Kind regards



Tracy

Tracy Sweetman

Corporate Policy & Services



Dún Scéine

Iveagh Court  
Harcourt Lane  
Dublin 2

Tel: + 353 (0)1 879 8300

Ddi: + 353 (0)1 879 8310

Email: [tracy.sweetman@nationaltransport.ie](mailto:tracy.sweetman@nationaltransport.ie)

Web: [www.nationaltransport.ie](http://www.nationaltransport.ie)

---

**From:** Margaret O'Shaughnessy [<mailto:margaret@flyingboatmuseum.com>]

**Sent:** 08 April 2011 21:37

**To:** Anne Graham

**Subject:** Expenses

Hi Anne

Hope you are keeping well. I am going on holidays tomorrow Saturday for one week and back on 16th April so please make my apologies to the Board for my absence from their meeting on 15th.

Just a query Anne I was checking my bank account and notice that both my expense claims for the February Meeting and the March meeting have not gone through. I know it is probably too soon for the March one

but going on what usually happens the February claim should be gone through by now? If there is a problem please let me know.

I was in Dublin this week for Museum and stayed at Burlington so asked them for a rate for rest of year for my meetings and they gave me a rate of B & B for €89 per night which is a very good rate and I intend to take them up on it for future meetings. Mespil was not very nice.

February claim was for stay at Herbert Park Hotel €109 plus whatever the usual mileage allowance is.

March meeting was for stay at Mespil Hotel €90.45 plus usual mileage allowance.

Sorry for bothering you but dont know who I should address email to as Sinead sent me email that she is leaving.

Many thanks Anne

Margaret O'Shaughnessy

[REDACTED] m

[REDACTED]

**Engine Size:**

**Car Reg:**

09 MAY 2011

RECEIVED

TOTAL: 81.78

PAID THROUGH EXPENSE 10X

**Signed:**

(Administrator)

WTA Band 15 Apr 2011  
PARK 1055

St Stephen's Green  
VAT No. IE8258500G  
RECEIPT C4

ENTRY TIME:  
15.04.11 10:15  
EXIT TIME:  
15.04.11 12:41  
PARK-DUR.: HR3:MIN  
0:02:26

AMOUNT: EUR 9.00

KIND OF PAYMENT:  
CASH

THANK YOU FOR YOUR  
VISIT

NTA Board

**Project:**

Car Model:


**Car Reg:**

224

[illegible]**TOTAL:**

Signed: Frank King

(Claimant)

Approved  
Payment:  (Head of Dept / Director  
/ CEO)

/ (CEO)  
(Head of Dept / Director

Date:

20/5/11

Signed: T. Sweetman  
(Administrator)

(Administrator)

EXPENSES, . . . IIM FORM - NATIONAL TRANSPORT AUTHORITY

RECEIVED

Project: NTA BOARD MEETING 2011

26/11/2011

**Claimants Name:**

INDA SANDERS

[REDACTED]

**Car Reg:**

Car Model:

NATIONAL TRANSPORT AUTHORITY

[illegible]

TOTAL: 72.78

Approved  
Payment: \_\_\_\_\_  
(Head of Dept / Director  
/ CEO)

Signed: Tracy Sweetman  
(Administrator)

Date:

Signed:

M O' Saughnessy  
Re calculate:

FN 12.

Milage - per claim

€ 42-72

Train

61-00

Taxi

26-50

Hotel\*

114-00

€ 245-22

\* Allow hotel claim as Board have not  
been advised of subsistence procedure/  
expenses procedures.

*[Signature]*  
20/10/2011



## 2010

**Project:**

2010

Car Reg:

**Engine Size:**

Car Reg:

TOTAL:

225.50

Edward

20/5/2011

Signed: Harriet Hoopes

2288  
(Claimant)

Date:

  
(Head of Dept /  
/ CEO)

Signed: Kacy Sw  
(Administrator)

BURLINGTON HOTEL  
UPPER LEESON STREET  
DUBLIN.

771041525  
MERCHANT ID: 0000077134152504  
TERMINAL ID: TIME: 09:50  
DATE: MAY 20, 11 INVOICE: 001434  
BATCH: 000030-3 AUTH NO: 809617  
CARD: 00001160000  
VISA  
AID: A0000000031010  
VISA CREDIT

TON®

Margaret O'Shaughnessy  
Ireland

TOTAL

€114.00

AUTH NO: 809617  
(20/05/11  
PREVIOUS AUTHS: 807096  
19/05/11  
MARGARET O'SHAUGHNESSY

€25.00

€89.00

VERIFIED BY PIN  
I AGREE TO PAY THE ABOVE FINANCIAL  
AMOUNT ACCORDING TO THE  
CARD - BANK ISSUER AGREEMENT.

LOS ONE

IC: F60WEEI 710832628

Room No. : 509  
Arrival : 19-MAY-11  
Departure : 20-MAY-11  
Cashier : 214  
Page : 1 of 1  
Date : 20/05/11

Folio Number : 155854  
VAT Number : 9674438J  
INVOICE

Date	Description
19-05-11	Bellini - Dinner
19-05-11	Gratuities - Bellini Bar
19-05-11	Bed and Breakfast
20-05-11	Visa

	Charges €	Payments €
43	22.00	
13	3.00	
	89.00	114.00

Total Charges € 114.00

Total Payments € 114.00

Total Balance Due € 0.00

VAT Breakdown

	Net €	VAT €	Gross €
VAT@ 13.5%	97.80	13.20	111.00
VAT@ 21%	0.00	0.00	0.00
NET@ 0%	3.00	0.00	3.00
VAT Exempt	0.00	0.00	0.00
Total	97.80	13.20	114.00



Margaret O'Shaughnessy - margaret@flyingboatmuseum.com

## Irish Rail Seat Reservation Booking Information

1 message

Wed, May 18, 2011 at 11:30 PM

bookinginfo@irishrail.ie <bookinginfo@irishrail.ie>

**irishrail.ie**

Your reservation is complete. Thank you for your order.

You have chosen to collect your tickets at Limerick station. Please ensure that you have your reservation number with you.

Please do not respond to this email. For any reservations queries please contact [info@irishrail.ie](mailto:info@irishrail.ie)

**Reservation Number: 420 7533551**

Note: We are removing the facility to collect reservations via credit card swipe. Please ensure you have this number with you when you are collecting your reservation.

Please note that you can check the status of your booking at any time by accessing your account at:  
<https://www.irishrail.ie/myaccount>

The details of your booking are;  
Outward Journey: **19 May 2011**  
Departing: **Limerick 14:55**  
Arriving: **Dublin Heuston 17:20**

Return Journey: **20 May 2011**  
Departing: **Dublin Heuston 14:00**  
Arriving: **Limerick 16:15**

Ticket Price: €58.00  
Transaction Fee: €2.00  
Credit Card Fee: €1.00

**Total Cost: €61.00**

**PASSENGER(S) TRAVELLING:**

Passenger Name: **O'Shaughnessy Margaret**  
Limerick to Limerick Junction booked Standard  
Limerick Junction to Dublin Heuston **C15** Standard  
Dublin Heuston to Limerick Junction **C13** Standard  
Limerick Junction to Limerick booked Standard

\*\*\*Please take your seat **20 minutes** in advance of departure.\*\*\*

In addition to the terms below, your use of the Iarnród Éireann online booking service is subject to the [Terms and Conditions of Use](#) applicable to this website. By using the Iarnród Éireann online booking service, you are agreeing, and you are signifying your agreement, to be bound by the terms below and

Re c

lain

TTTT-77 .....  
 TTTT-77 .....  
 TTTT .....  
 TTTT TO .....  
 TTTT Hester .....  
 Given NTA.

Total paid:

\* allow hotel claim as Board have not  
seen  
exper

**Adult**  
DUINE FASTA  
Name: O'Shaughnessy M  
Reservation No: 7533551 Price **€8.00**  
~~Outward~~ **Return**  
19 May 14 **20 May 11**  
From  
Limerick  
Dublin Heuston  
14:55 Dublin Heuston  
Limerick  
14:00  
Seats Reserved:  
M4,C15.  
C13,M4.  
Seats Reserved:

5-2-5

**Project:**

Frank	Amel
-------	------

**Engine Size:**

**TOTAL**

TOTAL: 94.25

Fred King

Date:

15-07-11

Approved  
Payment: \_\_\_\_\_  
(Head of Dept / Director  
/ CEO)

Tracy Sweetman

(Administrator)

100

100

100

100

100

100

100

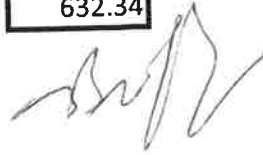
FN 16.

D Usher claim

	Claims	€
Mileage per claim sheet		460.58
Subsistence	13.71	5 68.55
Subsistence	33.61	1 33.61
Tolls and parking	11.6	6 69.6
		<b>632.34</b>

Verbally approved G Murphy

16 Aug 2011



- No receipts for tolls OR parking
- When an overnight / 10 hr sub is claimed a 5hr sub is deducted from it as lunch is provided  $\Rightarrow$  if this rule is followed €13.71 is all the subsistence to be paid

Is not paying tolls/parking and 5hr sub €474.29

Is this correct?

Tolls/parking can be paid on this occasion. Should be deducted from future claims if no receipts.

- 5 hours subsistence not to be paid as lunch etc / coffee provided to Board.

Geny Ensignation TODAY

Philip L'E...

# EXPENSES CLAIM FORM - NATIONAL TRANSPORT AUTHORITY

Project: Boards MEETINGS

Claimant's Name: JAMIAN O'SHER

Engine Size: [REDACTED]

Car Reg: [REDACTED]

Car Model: [REDACTED]

Date	Description of Claim	Cycle Mileage km	Car Mileage km	Mileage Rate Per km	Total Mileage	Taxi	Public Transport	Flights	Hotel	Travel	Subsistence	Time out of Office	Other
19/1 Code:													
	February Board M.		104	59.04	61.40					13.71	5 Hours	Depart: 9.00 Return: 9.00	9.00
	March Board M.		104	59.04	61.40					13.71	5 Hours	Depart: 9.00 Return: 9.00	9.00
	April Board M.		104	59.04	61.40					13.71	5 Hours	Depart: 9.00 Return: 9.00	9.00
	May Board M.		104	59.04	61.40					13.71	5 Hours	Depart: 9.00 Return: 9.00	9.00
	June Board M.		260	59.04	153.50	13.58				33.61	10 Hours	Depart: 9.00 Return: 9.00	9.00
	July Board M.		104	59.04	61.40					13.71	5 Hours	Depart: 9.00 Return: 9.00	9.00
	August Board M.												
	September Board M.												
	October Board M.												
	November Board M.												
	December Board M.												
	TOTAL				460.58					102.16			69.00

Tolls/ parking without receipts in future to be deducted from claim.  
- 5 p.m. where no receipts provided.  
to all links as lunch provided.

TOTAL

TOTAL

Approved: [Signature]

Signed: Jamian O'Sher

Date: 10 August 2011

Approved: [Signature]

Signed: T. Sweetman



100 mt 2011.  
V

Ms Tracy Swatman  
N.F.I. A.

Re Expenses claim.

Dear Tracy,  
I understand find Expenses claim  
for Feb 2011 to July 2011.  
Robby I don't have receipts  
for tolls + parking. Will endeavor  
to get these in future.

Regards  
Dorian M. M. M.

Claimants Name:

LINDA SAUNDERS

Car Model:

Car Reg:

RECEIVED

**Engine Size:**

10

**Project:**

# NTA BOARD

~~02 AUG 2011~~

[illegible]

TOTAL:

Signed:

Indo Sander

(Claimant)

Date:

28 July 2011

Approved  
Payment:

*[Signature]*  
(Head of Dept X Director  
/ CEO)

**Signed:**

T. Sweetman,

(Administrator)

1724

Project: NTA Board Meeting 2011

Yule, C. M. 1900

10

**Car Reg:**

[illegible]

TOTAL

RECEIVED

W. L. G. L.

Date:

12/08/11

Approved: \_\_\_\_\_  
Payment: \_\_\_\_\_

  
(Head of Dept / Director  
/ CEO)

**Signed:**

T. Sweetman

(Administrator)

(Claimant)

\* Toll : €1.80 x 2 each journey

1973 12 km each way  
Clonmel to O Connell Street = 386.24 km  
Clonmel to O Connell Street = 385.6 km

FN 19

EXPENSES CLAIM FORM - NATIONAL TRANSPORT AUTHORITY

Project: NTA BOARD

2010

Claimants Name:

LINDA SAUNDERS

Car Model:

Car Reg:

Engine Size:

Date	Description of Claim	Cycle Mileage km	Car Mileage km	Mileage Rate Per km	Total Mileage	Taxi	Public Transport	Flights	Hotel	Travel	Subsistence	Time out of Office	Other	Total
N/C Code:														
16 SEP	Taxi from NTA Board Mtg		100	59.07	59.07							Hotel (Wicklow)		59.07
	Car Parking									14.40		Depart: 8.30 Return: 5.30		14.40
												Depart: Return:		
												Depart: Return:		
												Depart: Return:		
												Depart: Return:		
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												Depart: Return:		
												Depart: Return:		
												Depart: Return:		
												Depart: Return:		
TOTAL														73.47

TOTAL:

73.47

RECEIVED

17 SEP 2011

Linda Saunders

Signed:

(Claimant)

Date:

17 SEP 2011

[Signature]  
Approved Payment:  
(Head of Dept / Director / CEO)

T. Smeethall  
Signed:

(Administrator)

9-Park Royal Surge  
St Stephen  
VAT No. IE 25400006  
RECEIPT 00

ENTRY TIME  
16.09.11 07  
EXIT TIME  
16.09.11 13:51  
PARK-DUR.: HRS:MIN  
0:03:44

AMOUNT:  
EUR 14.40

KIND OF PAYMENT:  
CASH

THANK YOU FOR YOUR  
VISIT

**EXPENSES CLAIM FORM - NATIONAL TRANSPORT AUTHORITY**

NTA  
Project: Board

**Project:**

**Engine Size:**

**Car Reg:**

---

[illegible]**TOTAL:**

Franklin.

16-09-11

Approved  
Payment: \_\_\_\_\_  
(Head of Dept./ Director  
/ CEO)

Approved \_\_\_\_\_

(Administrator)

**Signed:**

T. Sweetman

www.southdublinbuses.ie

Receipt no. 00011709  
Date 16/09/11  
Start time 09:15  
End time 09:32  
Licence no. 26122  
Veh reg no. [REDACTED]

TRIP DETAILS

Distance(Km) 4.01  
Fare Euro 10.50  
Extras Euro 2.00

TOTAL EURO 12.50  
TIPS/TOLLS/DISCOUNTS  
EURO:

TOTAL PAID  
EURO:

Serving the  
Taxi Industry





N.T.A. Board Meeting 2011

David Akcoed

**Car Reg:**

### Engine Size

TOTAL: €373.49

Jan. 1889.

11/15/51

Approved: \_\_\_\_\_  
Payment: \_\_\_\_\_

(Head of Dept /  
/ CEO)

Signed: T. Sweetman

**(Administrator)**

Project: Board member N. T. A. 2011

2011

Project: Board member 19 2011

**Engine Size:**

**Engine Size:**

TOTAL: 373.49

Approved  
Payment: \_\_\_\_\_  
(Head of Dept / Director  
( CEO)

23/9/11

Date:

(Head of Dept./Director)

(Administrator)

**Signed:**

## 24

NSTA BOARD

**Project:**

LINDA SAUNDERS

**Car Model:**

**Car Reg:**

**Engine Size:**

[illegible]

I flew in from Friday late 4 Oct 2011 and had to stay overnight near meeting to manage Sam's start. I used the internet in the hotel (in Edo!) to access Board Papers at my email account. My husband drove up from 11:30 AM to 1:30 PM on morning of 5 October.

**TOTAL:** € 248.14

5 Nov 2011

Date:


ed: Indo Garba  
(Claimant)

Approved  
Payment: \_\_\_\_\_  
(Head of Dept./Director)  
:0)

**Signed:**

T. Sweetman

(Administrator)

Ms Linda Saunders  


21st October 2011

Dear Ms Saunders,

Thank you for choosing the Hilton Dublin for your recent visit to Dublin. We sincerely hope that you had an enjoyable stay.

Please find enclosed a copy of the invoice for your stay in our hotel from the 04/10/11 until 05/10/2011. The credit card given on arrival has been charge €130.00 enclosed are the details. If you do not recognise these charges, please do not hesitate to contact me personally, as I will be happy to assist with any queries you may have.

We very much hope to have the opportunity to welcome you back to the Hilton Dublin in the not too distant future.

Yours sincerely,

  
Debbie Kelty  
Front Office Manager

Hilton Dublin  
Charlemont Place, Dublin 2  
Tel: +353 1 4029988 Fax: +353 1 4029843  
Reservations: [hilton.com](http://hilton.com)  
Hilton Reservations and Customer care: 1800 818924

SAUNDERS, LINDA

ROOM NUMBER 435/D1  
ARRIVAL DATE 04/10/2011 18:43:00  
DEPARTURE DATE 05/10/2011 08:45:00  
ADULT/CHILD 1/0  
ROOM RATE € 110.00  
RATE PLAN L-GO  
AL:  
Hhonor # 726540874 BLUE

VAT INVOICE 3580750  
CONFIRMATION NUMBER: 3446747325

VAT #  
FOLIO NO./CHE 199616 A  
TAX DATE: 05/10/2011

05/10/2011 PAGE 1

DATE	DESCRIPTION	ID	REF NO	GUEST CHARGES	CREDIT	BALANCE
04/10/2011	HILTON INTERNET-IBAHN	LINTR	1389705	€20.00		
04/10/2011	GUEST ROOM	DADU	1390209	€110.00		
05/10/2011	VS *1804	MIRED	1390488		€130.00	
BALANCE						€0.00
ESTIMATED CURRENCY TOTAL EUR						0.00

**TAX SUMMARY**

Taxable Amount (excl VAT)	€117.45
Zero Rated Amount	€0.00
Non Taxable Amount	€0.00
VAT AT 21.5%	€0.00
VAT AT 21.0%	€3.47
VAT AT 13.5%	€0.00
VAT AT 9%	€9.08
<b>Total Amount</b>	<b>€130.00</b>

*You have earned approximately 1568 Hilton HHonors points for this stay. Visit HHonors.com to check your point balance from stays at any of the 3,700 hotels within the Hilton Worldwide portfolio.*

\* Minimum charge available  
\*\* Government Rate requested, as NTA guide.

SIGNATURE

Thank you for your custom. Payment required upon presentation.

Hilton Dublin  
Charlemont Place, Dublin 2  
Tel: +353 1 4029988 Fax: +353 1 4029843  
Reservations: hilton.com  
Hilton Reservations and Customer care: 1800 818924

[hilton.com](http://hilton.com)

Managed by: Hilton Hotels Ireland Limited  
On behalf of: Charlemont Hotels Limited  
Registered Office: Charlemont Hotels Limited, 1 Northbrook Road,  
Ranelagh, Dublin 6, Ireland  
Company Registration No. 006996  
VAT No. IE0429900M

2nd thing

**Project:**

**Engine Size:**

**Car Reg:**

Description of Claim	Cycle Mileage km	Car Mileage km	Mileage Rate Per km	Total Mileage €	Taxi €	Public Transport €	Flights €	Hotel €	Travel €	Subsistence €	Time out of Office	Other €	Total €
<i>Surrey Newt.</i>													
<i>21-10-11</i>						<i>9.27</i>					Depart: Return:		
<i>18-11-11 - receipt mislaid</i>						<i>9.27</i>					Depart: Return:		<i>19.40</i>
<i>Substance(x2)</i>											Depart: Return:		
<i>(5 hr rate)</i>											Depart: Return:		
<i>- 13.71</i>										<i>27.42</i>	Depart: Return:		<i>27.42</i>
											Depart: Return:		
											Depart: Return:		
											Depart: Return:		
											Depart: Return:		
											Depart: Return:		
<b>TOTAL</b>						<i>19.40</i>				<i>27.42</i>			<i>46.82</i>

TOTAL: €46.80

Approved  
Payment: \_\_\_\_\_  
(Head of Dept / Director  
/ CEO)

18/11/2011

Date:

Signed: for and by

**Signed:**

(Claimant)

(Administrator)

EXPENSE CLAIM FORM - NATIONAL TRANSPORT AUTHORITY

**Project:**

**Claimants Name:**

MARGARET O'SHAUGHNESSY

NOV 2011

Car Model

[REDACTED]

NOV 2011

Date	Description of Claim	Cycle Mileage km	Car Mileage km	Mileage Rate Per km	Total Mileage	Taxi €	Public Transport €	Flights €	Hotel €	Travel €	Subsistence €	Time out of Office	Other €	Total €
N/C Code:														
20/10/11	OVERNIGHT								107.75			Depart: Return:		
	Foynes - Dublin											Depart: Return:		
	Dublin - Foynes											Depart: Return:		
												Depart: Return:		
												Depart: Return:		
												Depart: Return:		
												Depart: Return:		
												Depart: Return:		
												Depart: Return:		
												Depart: Return:		
												Depart: Return:		
												Depart: Return:		
												Depart: Return:		
	TOTAL								107.75					107.75

**TOTAL:** 104.75

Signed: Harold J. J. J. J.

**(Claimant)**

Approved Payment: \_\_\_\_\_  
(Head of Dept / Director / CEO)

Date:

3/11/2011

**Signed:**

T. Sweetman

(Administrator)

BURLINGTON HOTEL  
UPPER LEESON STREET  
DUBLIN.

GTON®

MERCHANT ID: 771041525  
TERMINAL ID: 0000077104152504  
DATE: OCT 21, 11 TIME: 09:47  
BATCH: 000351-20 INVOICE: 069816  
URN: UEBNUE3EJVD AUTH NO: 071752  
**VISA COMPLETION**  
AID: A0000000031010  
VISA CREDIT

Margaret O'Shaughnessy  
Ireland

TOTAL €107.75

MARGARET SHAUGHNESSY

VERIFIED BY PIN  
I AGREE TO PAY THE ABOVE FINAL  
AMOUNT ACCORDING TO THE  
CARD/MERCHANT ISSUER AGREEMENT.

CUSTOMER COPY

Room No. : 435  
Arrival : 20-OCT-11  
Departure : 21-OCT-11  
Cashier : 214  
Page : 1 of 1  
Date : 21/10/11

Folio Number : 180339  
VAT Number : 9674438J

**INVOICE**

TC: 6E458809EBDD16DB

Date	Description	Charges €	Payments €
20-10-11	Bellini - Dinner	18.75	
20-10-11	Bed and Breakfast	89.00	
21-10-11	Visa		107.75

Total Charges € 107.75

Total Payments € 107.75

Total Balance Due € 0.00

VAT Breakdown	Net €	VAT €	Gross €
VAT@ 21%	0.00	0.00	0.00
VAT@ 13.5%	0.00	0.00	0.00
VAT@ 9%	98.85	8.90	107.75
NET@ 0%	0.00	0.00	0.00
VAT Exempt	0.00	0.00	0.00
Total	98.85	8.90	107.75

THE BURLINGTON UPPER LEESON STREET DUBLIN4 IRELAND  
TEL: +353 (0) 1 618 5600 FAX: +353 (0) 1 668 8086 EMAIL: INFO@BURLINGTONHOTEL.IE WWW.BURLINGTONHOTEL.IE

Sladeton Limited trading as The Burlington (trademark under licence) Registered in Ireland No. 429787  
Registered Office: 87-89 Pembroke Road Ballsbridge Dublin 4 Directors: Bernard McNamara Christopher Hirst (British) Michael Flannery



## EXPENSE CLAIM FORM - NATIONAL TRANSPORT AUTHORITY

2011

**Project:**

**Engine Size:**

With Helen

Car Model:

Reg:

[illegible]**TOTAL:**

**Signed:**

Date:

Approved  
Payment: \_\_\_\_\_  
(Head of Dept / Director  
/ CEO)

**(Administrator)**

21/11

**Claimants Name:**

Div. D Alcorn

**Project:**

Car Model: [REDACTED] Car Reg: [REDACTED]

**Engine Size:**

**Project:**

**Engine Size:**

**Claimants Name:**

Div. D Alcorn

**Project:**

Car Model: [REDACTED] Car Reg: [REDACTED]

**Engine Size:**

**Project:**

**Engine Size:**

[illegible]

35358

**TOTAL:** 373.48

Date:

Siemens

Approved Payment: [Signature]  
(Head of Dept / Director / CEO)

**Signed:**

(Claimant)

(Administrator)

Q Park Royal Surge  
of London's Green  
095006

RECEIVED

ENTRY 1 IMF:

18.11.11 10:23

EXIT TIME:

18.11.11 12:15

PARK - DUR. • HRS: MIN

11-11-52

## CONCLUSION

EUR 7.20

KIND OF PAYMENT:

THANK YOU FOR YOUR  
VISIT

22 NOV 2011

5224

National  
Transport Authority

**Jedres Naisiunta lompai**

**EXPENSES CLAIM FORM – NATIONAL TRANSPORT AUTHORITY**

Board Member's Name:

LUNDA SAUNDERS

Car Model:

Car Reg:

**Engine Size:**

[REDACTED]

Date	Travel Claim	Cycle Mileage	Car Mileage	For Admin Only
18/11/11	To Board Meeting in NTA to / from home		100 Km @ 59.07 = €59.07	
	Parking (receipt attached) €7.20 ✓			
Date	Subsistence Claim (Please tick for appropriate claim)			
	<input type="checkbox"/> 5 Hour <input type="checkbox"/> 10 Hour			
	Total:			€66.27

Signed Arda Jan  
(Claimant)

Date: 19/11/11 Signed:

Signed:

T. Sweetman

(Administrator)

Approved Payment: \_\_\_\_\_  
(Director/Chairman)

(Director/Chairman)

(Claimant)

(Administrator)

Approved Payment:

(Director/Chairman)

**EXPENSE CLAIM FORM - NATIONAL TRANSPORT AUTHORITY**

MARGARET O'SHEA GUNNESS -

**Car Reg:**

**Project:**

2011

**Engine Size:**

[illegible]

**TOTAL:** 549.85

Harold Shipley

**(Claimant)**

Date:

25/11/2011

Approved: \_\_\_\_\_  
Payment: \_\_\_\_\_

David

**Signed:**

T. Sweetnam

(Administrator)

FN 25

LINDA SAUNDERS

Q Park Royal Surge  
St Stephen's Green  
VAL No. IE8258500G  
RECEIPT 05

ENTRY TIME: 21.10.11 10:12  
EXIT TIME: 21.10.11 13:51  
PARK-DUR.: HRS:MIN  
0:03:39  
AMOUNT: EUR 14.40

KIND OF PAYMENT:  
CASH

THANK YOU FOR YOUR  
VISIT

19 10 2011



**EXPENSES CLAIM FORM - NATIONAL TRANSPORT AUTHORITY**

Board Member's Name: LINDA SAUNDERS  
Car Model: [REDACTED] Car Reg: [REDACTED] Engine Size: [REDACTED]

Date	Travel Claim	Car Mileage €	For Admin Only
21/10/11	PARKING FOR BOARD MEETING €14.40 ✓		
9/12/11	AUDIT MEETING & TRAVEL TO/FROM BOARD MEETING (100 km total) €59.07		
Date	Subsistence Claim (Please tick for appropriate claim)		
	5 Hour <input type="checkbox"/> 10 Hour <input type="checkbox"/>		Total: €73.47

Signed: Linda Saunders Date: 12/12/11 Signed: T. Sweetman Approved Payment: [Signature]  
(Claimant) (Administrator) (Director/Chairman)

EXPENSE CLAIM FORM - NATIONAL TRANSPORT AUTHORITY

**Project:**

MARGARET O'SHAUGHNESSY

**Car Reg:**

**Engine Size:**

[illegible]

**TOTAL:**

Thayer Haynes

Date:

16/12/2011

Approved \_\_\_\_\_  
payments \_\_\_\_\_

(Administrator)

**Signed:**

T. Sweetman



Ms Margaret OShaughnessy  
Ireland

Room No. : 336  
Arrival Date : 08/12/11  
Departure Date : 09/12/11  
Conf. No. : 528956  
Invoice No. :  
Folio No. :  
Cashier :  
PO Number :

INFORMATION INVOICE

09/12/11

Page 1 of 1

		Charges	Payment
08/12/11	Accommodation	90.00	
		Balance Due (EUR): 90.00	

**VAT Breakdown**

Total Net of VAT (EUR)	82.57
VAT @ 9% (EUR)	7.43
VAT @ 13.6% (EUR)	0.00
VAT @ 21.0% (EUR)	0.00
Total VAT (EUR)	7.43
Total Invoice (EUR)	90.00

VAT No. IE 9756296 U

19 DEC 2011

[REDACTED]

[REDACTED]

[REDACTED]

16-12-2011

Hi Tracy,

Please find enclosed my expense sheet for December meeting.

Will you please insert the official release from Jones - Dublin please also note that I have changed my car and new details on claim form.

Happy Christmas

Haydel Hayless



THE  
**CHURCH**  
CAFE|BAR|RESTAURANT|CLUB

EARLY BIRD MENU AVAILABLE SUN-  
FRI FOR BOOKINGS PHONE  
+353 1 8280102

Server: Aisling  
Table 7/1  
Guests: 2

08/12/2011  
5:03 PM  
60031

Steak Sand

13.45

tems

Total

13.45

**Balance Due**

**13.45**

Vat number : 972 9267K  
reservations@thechurch.ie  
www.thechurch.ie  
Thank You  
For Your Custom

**2 12 Business occasions attended in 2011**

<b><u>3</u></b>	<b><u>Board Member</u></b>	<b><u>Distance from Home to NTA Headquarters</u></b>
	Mr John Fitzgerald	9 km
	Mr Damian Usher	50.8km
	Mr John Tierney	9.0km
	Mr Frank King	171.km
	Dr Berna Grist	4.2km
	Ms Valerie O'Reilly	174km
	Mrs Margaret O'Shaughnessy	235km
	Mr Jim Deegan	3.6km
	Mr Daithi Alcorn	295km
	Ms Linda Saunders	46.9km