

**Village of Port Williams  
Annual Hospitality Summary Report**

**Quarterly Expenses**

	1st
Meal and Beverage Expenses	
Gifts	
Meeting Space	
Other	
<b>First Quarter Total</b>	<b>\$0.00</b>

	2nd
Meal and Beverage Expenses	1974.56
Gifts	397.55
Meeting Space	
Other	2796.87
<b>Second Quarter Total</b>	<b>\$5,168.98</b>

	3rd
Meal and Beverage Expenses	377.79
Gifts	500
Meeting Space	
Other	
<b>Third Quarter Total</b>	<b>\$877.79</b>

	4th
Meal and Beverage Expenses	
Gifts	655.69
Meeting Space	
Other	
<b>Fourth Quarter Total</b>	<b>\$655.69</b>

<b>Total Hospitality Expenses</b>	<b>\$6,702.46</b>
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