Municipality of the District of Digby Expense Claim

MAR 23 2018

Claimant's Name: David Tudor
Claimant's Title: Council
Date expense report posted: Mar 19th 2018

Date Expenses Incurred	Business Purpose of Expense: must include (if applicable): date of travel & destination	Professional Development Expense Type	Travel Expense Type	Travel/Prof Dev Cost ($)	kms driven	Mileage calculated @ 0.4289	Meals Breakfast $15	Meals Lunch $20	Meals Dinner $35	Other Expenses Description	Other Expenses Amount	Credit Card	Invoice
feb 12th	COTW				120.00	51.47							
feb 26th	Council				120.00	51.47							
mar 5th	Bylaw/Policy				120.00	51.47							
Mar 7th	HAC				120.00	51.47							
Mar 12th	COTW				120.00	51.47							
Mar 15th	PAC				120.00	51.47							
Mar 19th	Bylaw/Policy				120.00	51.47							
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				-		360.28	-	-	-		-	-	-
					Office USE only	33.57							

I certify that the amounts claimed in this request are accurate, in accordance with municipal policy, and were incurred while conducting municipal business.

Brad Tudor — Signed

Print name and position

*APPROVED by:
LINDA FRASER
CAO

Print name and position — *Signed*

Notes: Travel exepenses include, but are not limited to accommodations, transportation and incidentals. Professional development expenses include, but are limited to course registration fees. Business purpose of an expense include, but are not limited to: conferences, meetings, municipal events, professional development.
Alcohol cannot be expensed by an individual to a municipality.
* Municipalities are required by the MGA to report, meals and prefessional development expenses. Municipalities may choose to report other expenses.

Total Claim:	360.28
Less amount paid directly by municipality:	-
	360.28
	-
Balance Due (Owed):	360.28