Municipality of the District of Digby Expense Claim

Claimant's Name: David Tudor

Claimant's Title: Council

Date expense report posted: 08/13/18

AUG 24 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 @ 0.4415	Meals Breakfast $15	Lunch $20	Dinner $35	Other Expenses Description	Amount	Credit Card	Invoice
June 18th2018	Bylaw and policy				120.00	52.98							
July 10th 2018	DDA				120.00	52.98							
July 16th 2018	Grant Thorton Audit				120.00	52.98							
July 23rd 2018	Council				120.00	52.98							
Aug 13th2018	Council				120.00	52.98							
						-							
						-							
						-							
						-							
						-							
						-							
						-							
						-							
						-							
						-							
						-							
						-							
						-							
						-							
						-							
						-							
						-							
						-							
						-							
						-							
						-							
						-							
						-							
				-		264.90	-	-	-		-	-	-
					Office USE only	24.68							

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

Print name and position — *Signed*

*APPROVED by:

Jeff Sunderland

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 professional development expenses. Municipalities may choose to report other expenses.

Total Claim:	264.90
Less amount paid directly by municipality:	-
	264.90
	-
Balance Due (Owed):	264.90