Municipality of the District of Digby Expense Claim

NOV 30 2018

Claimant's Name: David Tudor.

Claimant's Title: **Council**

Date expense report posted: **Nov 26th 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
Sept 10th 2018	COTW				120.00	52.98							
Sept 17th	TIR				120.00	52.98							
Oct 1st	Dept of Justice/Kings Transit				120.00	52.98							
Oct 15th	Bylaw and policy				120.00	52.98							
10/22/18	Council				120.00	52.98							
Oct 29th	Joint counci				120.00	52.98							
Oct 31st	Open spaces				120.00	52.98							
Nov 5th	By Law				120.00	52.98							
Nov 13th	COTW				120.00	52.98							
Nov19th	By Law				120.00	52.98							
Nov 15th	Herritage				120.00	52.98							
Nov 21st	DHPA				120.00	52.98							
Nov 26th	Council				120.00	52.98							
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				-		688.74	-	-	-		-	-	-
					Office USE only	64.17							

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

David Tudor council
Print name and position — *Signed*

*APPROVED by:

Jeff Sunderland
Print name and position — *Signed*

Deputy CAO

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:	688.74
Less amount paid directly by municipality:	-
	688.74
	-
Balance Due (Owed):	688.74