Municipality of the District of Digby Expense Claim

OCT 0 4 2024

Claimant's Name: Matthew Ross

Claimant's Title: Deputy Warden

Date expense report posted: Sept. 22nd

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 @ 0.5638	Meals Breakfast $20	Meals Lunch $20	Meals Dinner $45	Other Expenses Description	Other Expenses Amount	Credit Card	Invoice
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June 22nd	Multicultural Festival		car kms		28.00	16.35							
Aug 8th	Scallop Day Opening		car kms		28.00	16.35							
Aug 10th	Scallop Day BBQ		car kms		28.00	16.35							
Aug 31st	Wharf Rat Rally		car kms		30.00	17.51							
sept 1st	Wharf Rat Rally		car kms		30.00	17.51							
Sept 15th	Weymouth Terry Fox run		car kms		52.00	30.36							
June 22nd	Acaciavalley Trails Open House		car kms		10.00	5.84							
July 1st	Weymouth Canada Day celebrations		car kms		52.00	30.36							
July 20th	Smiths Cove Lighthouse Opening		car kms		36.00	21.02							
Aug 29th	Wharf Rat Opening Ceremonies		car kms		30.00	17.51							
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				-		189.15	-	-	-		-	-	-
					Office USE only	17.62							

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

MATT ROSS — *Print name and position*

Signed

*APPROVED by:

Scott Sinclair — *Print name and position*

CAO

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:	189.15
Less amount paid directly by municipality:	-
	189.15
	-
Balance Due (Owed):	189.15