

Municipality of the District of Digby Expense Claim

Claimant's Name: Matt Ross
Deputy Warden
 Claimant's Title: _____
 Date expense report posted: August

[illegible]

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:

Print name and position

Signed

Notes: Travel expenses 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 expended 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: 129.86
Less amount paid directly by municipality: -

Balance Due (Owed): 129.86