Municipality of the District of Digby Expense Claim

Claimant's Name: **LINDA GREGORY**

Claimant's Title: **DEPUTY WARDEN**

Date expense report posted: **Sept 6, 2017**
Reimbursed March 16, 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
						-							
						-							
09/17/06	REN CONFERENCE				(1,210.00)	(518.97)	(15.00)	(20.00)	(35.00)				
						-			(35.00)	HOTEL	(163.05)		
						-	(15.00)						
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				-		(518.97)	(30.00)	(20.00)	(70.00)		(163.05)	-	-
					Office USE only	(48.35)							

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

LINDA GREGORY

Print name and position *Signed*

*APPROVED by:

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:	(802.02)
Less amount paid directly by municipality:	-
	(802.02)
	-
Balance Due (Owed):	(802.02)

Municipality of the District of Digby Expense Claim

Claimant's Name: LINDA GREGORY

Claimant's Title: DEPUTY WARDEN

Date expense report posted: AUG.22-SEPT 14/17

SEP 22 2017

SEP 22 2017

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
						-							
17-08-26	ACADIAVILLE FUNDRAISER		VECHILE		30.00	12.87							
						-							
01-09-17	WWR OPENING				20.00	8.58							
					20.00	8.58							
03-09-17	war museum closing-spoke				54.00	23.16							
						-							
06-09-17	REN CONFERENCE				1,210.00	518.97	15.00	20.00	35.00				
						-			35.00	HOTEL	163.05		
						-	15.00						
						-							
13-09-17	RCMP ADVISORY				20.00	8.58							
						-							
14-09-17	NS Power presation				120.00	51.47				ferry	7.00		
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				-		632.20	30.00	20.00	70.00		170.05	-	-
					Office USE only	58.90							

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

LINDA GREGORY

Linda Gregory Deputy Warden [signature]

Print name and position *Signed*

*APPROVED by:

LINDA FRASER, CAO [signature]

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.
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Total Claim:	922.25
Less amount paid directly by municipality:	-
	922.25
	-
Balance Due (Owed):	922.25

Travel $518.97 ($48.35 tax).
Meals $120.00
Hotel. $163.05. ($15.19 tax).
$802.02.

Trans #73329.