Municipality of the District of Digby Expense Claim

APR 1 9 2019

Claimant's Name: LINDA GREGORY

Claimant's Title: DEPUTY WARDEN

Date expense report posted: 01-04-19 –12-0419

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 @ 0.4585	Meals Breakfast $20	Meals Lunch $20	Meals Dinner $45	Other Expenses Description	Other Expenses Amount	Credit Card	Invoice
04/19/03	MEETING CEO NSFM					-		20.00					
	RCMP ADVISORY		VEHICLE		20.00	9.17							
04/19/04	CORD				152.00	69.69							
04/19/05	Regional meeting NSFM				240.00	110.04		20.00					
04/19/09	REN OVERSIGHT Committee				276.00	126.55		20.00					
04/19/10	DARC—VOLUNTEER Cermony				20.00	9.17							
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				-		324.62	-	60.00	-		-	-	-
					Office USE only	30.24							

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*

Deputy Warden

*APPROVED by:

L. Fraser CAO — *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:	384.62
Less amount paid directly by municipality:	-
	384.62
	-
Balance Due (Owed):	384.62