Municipality of the District of Digby Expense Claim

Claimant's Name: LINDA GREGORY

Claimant's Title: DEPUTY WARDEN

Date expense report posted: APRIL 13 –29,2019

MAY 03 2019

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
						-							
04/19/17	DARC			VEHICLE	20.00	9.17							
04/19/18	DARC/SENIOR				20.00	9.17							
04/19/24	ACCESSIBILITY				20.00	9.17							
04/19/27	HEALTH FOUNDATION GALA				52.00	23.84							
04/19/28	SPEAKING DAY OF MOURNING				240.00	110.04		20.00					
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				-		161.39	-	20.00	-		-	-	-
					Office USE only	15.04							

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

Jimmy MacDonald Warden

Print name and position ______ Signed ______

*APPROVED by:

Linda Gregory Dep. Warden.

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 professional development expenses. Municipalities may choose to report other expenses.

Total Claim:	181.39
Less amount paid directly by municipality:	-
	181.39
	-
Balance Due (Owed):	181.39