Claimant's Name: Linda Gregory

Claimant's Title: Deputy Warden

Date expense report posted: Sept 29-Nov.1,2020

Municipality of the District of Digby Expense Claim

NOV 13 2020

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	Lunch $20	Dinner $45	Other Expenses Description	Amount	Credit Card	Invoice
						-							
29-09-20	DARC				20.00	9.17							
30-09-20	RCMP Advisory				20.00	9.17							
21-09-20	DARC				20.00	9.17							
						-							
						-							
						-							
						-							
						-							
						-							
						-							
						-							
						-							
						-							
						-							
						-							
						-							
						-							
						-							
						-							
						-							
						-							
						-							
						-							
						-							
						-							
						-							
						-							
				-		27.51	-	-	-		-	-	-
					Office USE only	2.56							

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, Warden

Print name and position   Signed

*APPROVED by:

Jeff Sunderland 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:	27.51
Less amount paid directly by municipality:	-
	27.51
	-
Balance Due (Owed):	27.51