Municipality of the District of Digby Expense Claim

OCT 28 2022

Claimant's Name: LINDA GREGORY

Claimant's Title: WARDEN

Date expense report posted: SEPT 1-OCTOBER 20/22

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 @ 0.5113	Meals Breakfast $20	Meals Lunch $20	Meals Dinner $45	Other Expenses Description	Other Expenses Amount	Credit Card	Invoice
Sept.2	WRR OPENING				20.00	10.23		-					
Sept. 4	WRR CLOSING				20.00	10.23							
Sept.19	Public meeting HWY.101				43.00	21.99							
Sept.21	DARC				20.00	10.23							
Sept.29	RCMP advisory				20.00	10.23							
Oct.4	Digby Library				20.00	10.23							
Oct. 15	Ladies Auxillary				20.00	10.23							
Oct.16	Meet & Greet New				57.00	29.14							
Oct,16	WRR APPRECIATION				20.00	10.23							
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				-		122.71	-	-	-		-	-	-
					Office USE only	11.43							

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 Gaudet, 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:	122.71
Less amount paid directly by municipality:	-
	122.71
	-
Balance Due (Owed):	122.71