Municipality of St. Mary's Expense Claim

Municipality of the District of St. Mary's

Claimant's Name: Jackie Dort

Claimant's Title: Deputy Warden

Period Covered: Nov 1/18 to Nov 30/18

Date Submitted: Dec 3/18

Date Expense Incurred	Business Purpose of Expense: must include: meeting name/conference	Professional/Travel Development Expense Type (mileage/hotel/airfare)	Location	kms driven	Mileage calculated @ 0.5250	Meals: Breakfast $ 15	Meals: Lunch $ 20	Meals: Dinner $ 20	Other Expenses		Paid by Municipality: Credit Card	Paid by Municipality: Invoice
Nov 6/18	NSFM conference	Meals	Halifax		-	-	20.00	20.00				
Nov 7/18	NSFM conference	Hotel	Westin									665.10
Nov 7/18	NSFM conference	Registration	Halifax									557.00
Nov 7/18	NSFM conference	Meals	Halifax		-	15.00		20.00				
Nov 7/18	NSFM conference	Taxis	Halifax		-				19.00			
Nov 8/18	NSFM conference	Meals	Halifax		-	15.00						
Nov 9/18	NSFM conference	Meals	Halifax		-	15.00	20.00					
Nov 13/18	Council Meeting	Travel	Sherbrooke	66	34.65							
Nov 19/18	Special Meeting	Attended	Sherbrooke		-							
Nov 21/18	COTW meeting	Travel	Sherbrooke	66	34.65							
					-							
					-							
					-							
	Totals:	-	-	132	$ 69.30	$ 45.00	$ 40.00	$ 40.00	$ 19.00	#	-	1,222.10

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

Jackie Dort/Deputy Warden — *Print name and position* — *Signed*

*APPROVED by:

Warden Michael Mosher — *Print Name and Position* — *Signed*

Marvin MacDonald, CAO — *Print Name and Position* — *Signed*

Total Claim: 1,435.40

Less amount paid directly by municipality: 1,222.10

Balance due (owed): $ 213.30

PAID

DEC 10 2018

Per 015165

6-NOV Exp

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