

COUNCIL AND CHIEF ADMINISTRATIVE OFFICER EXPENSE REPORTING FORM

Claimant's Name Mike Bartlett
 Title Councilor
 Date Nov 12 2019

Date Expenses Incurred	Business Purpose of Expense (must include (if applicable) date of travel & destination)	EXPENSE TYPE i.e. Meals, Hotel, Mileage, Conference Registration, Training Course Fee, Parking, Other - Specify	KMS Driven	Milage Calculated @ \$0.4415	Meals			Hotel	Other Expenses	Total Expense (\$)
					Breakfast	Lunch	Dinner			
Nov 5-8 2019	UNFM Fall Conference Halifax	Mileage	500	\$ 229.25						\$ 229.25
Nov 6 2019	UNFM Fall Conference Halifax	Meal		-	20.00					20.00
Nov 6 2019	UNFM Fall Conference Halifax	Meal		-			45.00			45.00
Nov 7 2019	UNFM Fall Conference Halifax	Meal		-	20.00					20.00
Nov 7 2019	UNFM Fall Conference Halifax	Meal		-			45.00			45.00
Nov 8 2019	UNFM Fall Conference Halifax	Meal		-	20.00					20.00
Nov 5-8 2019	UNFM Fall Conference Halifax	Hotel		-			528.78			528.78
Nov 5-8 2019	UNFM Fall Conference Halifax	Registration		-				500.00		500.00
TOTAL										\$ 1,408.03

****Alcohol cannot be expenses by an individual to the Town of Digby**