

# COUNCIL AND CHIEF ADMINISTRATIVE OFFICER EXPENSE REPORTING FORM

Claimant's Name Mike Bartlett  
 Title Councilor  
 Date Nov-22

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 @ \$0.5113	Meals			Hotel	Other Expenses	Total Expense (\$)
					Breakfast	Lunch	Dinner			
Nov 1 - 3 2022	Fall NSF	Hotel						\$ 587.67		\$ 587.67
Nov 1 - 3 2022	Fall NSF	Meals		-	20.00	20.00	90.00			130.00
Nov 1 - 3 2022	Fall NSF	Registration							\$ 695.00	\$ 695.00
<b>TOTAL</b>										<b>\$ 1,412.67</b>

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