

COUNCIL AND CHIEF ADMINISTRATIVE OFFICER EXPENSE REPORTING FORM

Claimant's Name Ben Cleveland
 Title Mayor
 Date Nov-19

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 5-7 2019	NSFM 2019 Conference	Registration						\$ 550.00	\$ 550.00	
Nov 5-7 2019	NSFM 2019 Conference	Hotel & Hotel Meals					513.77		513.77	
Nov 5-7 2019	NSFM 2019 Conference	Hotel & Hotel Meals					69.10		69.10	
6-Nov-19	NSFM 2019 Conference	Meal						42.65	42.65	
									-	
TOTAL									\$ 1,175.52	

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