

COUNCIL AND CHIEF ADMINISTRATIVE OFFICER EXPENSE REPORTING FORM

Claimant's Name Ben Cleveland
 Title Mayor
 Date May 31 2018

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			
5/11/18	UNSM Spring Workshop	Meal				\$ 13.79				\$ 13.79
5/14/18	UNSM Spring Workshop	Hotel		-			297.83			297.83
13 to 15th May 2018	UNSM Spring Workshop	Registration& carbon offset fee (\$5)		-				285.00		285.00
				-						-
TOTAL										\$ 596.62

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