

CHIEF ADMINISTRATIVE OFFICER EXPENSE REPORTING FORM

Claimant's Name E. Tom Ossinger
Title Chief Administrative Officer
Date 13-Aug-18

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			
7/12/2018	Department of Municipal Affairs (DMA) and Nova Scotia Environment (NSE) consultation sessions. - Old Orchard Inn - Greenwich	Mileage	273	\$ 120.53						\$ 120.53
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TOTAL									\$ 120.53	

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