

CHIEF ADMINISTRATIVE OFFICER EXPENSE REPORTING FORM

Claimant's Name E. Tom Ossinger
Title Chief Administrative Officer
Date 7-Oct-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			
10/9/2019	Dewolfe & Morse Surveying Ltd. Meeting concerning 2nd Avenue Development - Middleton NS	Mileage	160	\$ 70.64	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 70.64
10/15/2019	AMA Fall Conference, Digby Pines	Meals		\$ -	\$ -	\$ -	\$ 45.00	\$ -	\$ -	\$ 45.00
11/5/2019	NSFM Annual Conference - Halifax NS	Milage	470	\$ 207.51						\$ 207.51
11/5/2019	NSFM Annual Conference - Halifax NS	Hotel		\$ -	\$ -	\$ -	\$ -	\$ 171.26	\$ -	\$ 171.26
11/5/2019	NSFM Annual Conference - Halifax NS	Parking		\$ -	\$ -	\$ -	\$ -	\$ -	\$ 23.00	\$ 23.00
11/5/2019	NSFM Annual Conference - Halifax NS	Meals		\$ -	\$ -	\$ -	\$ 45.00	\$ -	\$ -	\$ 45.00
11/6/2019	NSFM Annual Conference - Halifax NS	Hotel		\$ -	\$ -	\$ -	\$ -	\$ 171.26	\$ -	\$ 171.26
11/6/2019	NSFM Annual Conference - Halifax NS	Parking		\$ -	\$ -	\$ -	\$ -	\$ -	\$ 23.00	\$ 23.00
11/6/2019	NSFM Annual Conference - Halifax NS	Meals		\$ -	\$ 20.00	\$ -	\$ 45.00	\$ -	\$ -	\$ 65.00
11/7/2019	NSFM Annual Conference - Halifax NS	Hotel		\$ -				\$ 171.26		\$ 171.26
11/7/2019	NSFM Annual Conference - Halifax NS	Parking		\$ -					\$ 23.00	\$ 23.00
11/7/2019	NSFM Annual Conference - Halifax NS	Meals		\$ -	20.00	-	-	-	-	\$ 20.00
11/8/2019	NSFM Annual Conference - Halifax NS	Meals		\$ -	20.00	-	-	-	-	\$ 20.00
				\$ -						\$ -
				\$ -						\$ -
				\$ 278.15	\$ 60.00	\$ -	\$ 135.00	\$ 513.78	\$ 69.00	
TOTAL										\$ 1,055.93

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