CHIEF ADMINISTRATIVE OFFICER EXPENSE REPORTING FORM

Claiment's Name: E. Tom Ossinger
Title : Chief Administrative Officer
Date : ~~December 4, 2024~~ February 4, 2025

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 @ $0.5838 ($)	Meals: Breakfast (no recpt $20) ($)	Meals: Lunch (no recpt $20) ($)	Meals: Dinner (no recpt $45) ($)	Hotel ($)	Other Exp ($)	TOTAL EXP ($)
February 4, 2025	Waste Check EPR Meeting Yarmouth	Mileage	210	$ 122.60						$ 122.60
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				$ 122.60	$ -	$ -	$ -	$ -	$ -	$ 122.60

Total Claim: $ 122.60

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