CHIEF ADMINISTRATIVE OFFICER EXPENSE REPORTING FORM

Claiment's Name: E. Tom Ossinger
Title : Chief Administrative Officer
Date : ~~December 4, 2024~~ June 2, 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 @ $0.5932 ($)	Meals: Breakfast (no recpt $20) ($)	Meals: Lunch (no recpt $20) ($)	Meals: Dinner (no recpt $45) ($)	Hotel ($)	Other Exp ($)	TOTAL EXP ($)
March 18, 2025	FCM Annual Conference Ottawa, Ont.	Conference Registration		$ -					$ 1,370.69	$ 1,370.69
April 3, 2025	FCM Annual Conference Ottawa, Ont.	Airfare		$ -	$ -			$ -	$ 796.65	$ 796.65
May 25, 2025	Carla's Takeout Lunch meeting with staff.	Meals		$ -			$ -		$ 35.09	$ 35.09
June 2, 2025	FCM Annual Conference Ottawa, Ont.	Parking		$ -	$ -	$ -	$ -		$ 84.00	$ 84.00
June 2, 2025	FCM Annual Conference Ottawa, Ont.	Hotel		$ -	$ -	$ -	$ -	1,574.47		$ 1,574.47
May 28, 2025	FCM Annual Conference Ottawa, Ont.	Travel to Halifax (Round Trip)	460	$ 272.87					$ -	$ 272.87
May 28, 2025	FCM Annual Conference Ottawa, Ont.	Meals		$ -		$ 20.00	$ 45.00			$ 65.00
May 29, 2025	FCM Annual Conference Ottawa, Ont.	Meals		$ -	$ 20.00	$ 20.00	$ 45.00	-		$ 85.00
May 30, 2025	FCM Annual Conference Ottawa, Ont.	Meals		$ -	$ 20.00		$ 45.00			$ 65.00
May 31, 2025	FCM Annual Conference Ottawa, Ont.	Meals		$ -	$ -	$ -	$ 45.00			$ 45.00
June 1, 2025	FCM Annual Conference Ottawa, Ont.	Meals		$ -	$ 20.00	$ 20.00	$ 45.00			$ 85.00
June 2, 2025	FCM Annual Conference Ottawa, Ont.	Meals		$ -	$ 20.00		$ 45.00		$ -	$ 65.00
				$ -						$ -
				$ -						$ -
				$ -						$ -
				$ -						$ -
				$ -						$ -
				$ -						$ -
				$ 272.87	$ 80.00	$ 60.00	$ 270.00	$ 1,574.47	$ 2,286.43	$ 4,543.77

Total Claim: $ 4,543.77

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