

CHIEF ADMINISTRATIVE OFFICER EXPENSE REPORTING FORM

Claimant's Name: E. Tom Ossinger
 Title : Chief Administrative Officer
 Date : December 4, 2024

May 9/2025

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	Mileage Calculated @ \$0.5838 (\$)	Meals			Hotel (\$)	Other Exp (\$)	TOTAL EXP (\$)	
					Breakfast (no recpt \$20) (\$)	Lunch (no recpt \$20) (\$)	Dinner (no recpt \$45) (\$)				
April 27, 2025	NSRAB Appeal Hearing Halifax	milage	460	\$ 268.55						\$ 268.55	
April 27-29, 2025	NSRAB Appeal Hearing Halifax	Hotel					\$ 407.66			\$ 407.66	
April 27, 2025	NSRAB Appeal Hearing Halifax	meals							\$ 45.00	\$ 45.00	
April 28, 2025	NSRAB Appeal Hearing Halifax	meals			\$ 20.00	\$ 20.00			\$ 45.00	\$ 85.00	
April 29, 2025	NSRAB Appeal Hearing Halifax	meals			\$ 20.00	\$ 20.00			\$ 45.00	\$ 85.00	
April 30, 2025	NSFM Spring Conference Truro	Registration							\$ 603.75	\$ 603.75	
April 30, 2025	NSFM Spring Conference Truro	milage	600	\$ 350.28						\$ 350.28	
April30-May2, 2025	NSFM Spring Conference Truro	Hotel					326.42			\$ 326.42	
April 30, 2025	NSFM Spring Conference Truro	meals							\$ 45.00	\$ 45.00	
May 1, 2025	NSFM Spring Conference Truro	meals		\$ -					\$ 45.00	\$ 45.00	
May 2, 2025	NSFM Spring Conference Truro	meals		\$ -		\$ 20.00				\$ 20.00	
May 1, 2025	AMA Spring Workshop	registration		\$ -					\$ 518.70	\$ 518.70	
May 7, 2025	AMA Spring Workshop	meals		\$ -					\$ 45.00	\$ 45.00	
May 9, 2025	AMA Spring Workshop	meals		\$ -		\$ 20.00				\$ 20.00	
May 7 -9, 2025	AMA Spring Workshop	Hotel		\$ -				573.44		\$ 573.44	
				\$ -						\$ -	
				\$ -						\$ -	
				\$ -						\$ -	
					\$ 618.83	\$ 40.00	\$ 80.00	\$ 270.00	\$ 1,307.52	\$ 1,122.45	\$ 3,438.80

Total Claim: \$ 3,438.80

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