CHIEF ADMINISTRATIVE OFFICER EXPENSE REPORTING FORM

Claiment's Name: E. Tom Ossinger
Title : Chief Administrative Officer
Date : August 18, 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 ($)
August 14, 2025	NSFM /Justice Police Review, Halifax	Car Rental		$ -	$ -	$ -	$ -	$ -	$ 225.36	$ 225.36
August 14, 2025	NSFM /Justice Police Review, Halifax	Fuel		$ -	$ -	$ -	$ -	$ -	$ 45.54	$ 45.54
August 14, 2025	NSFM /Justice Police Review, Halifax	Parking		$ -	$ -	$ -	$ -	$ -	$ 15.00	$ 15.00
				$ -						$ -
				$ -						$ -
				$ -						$ -
				$ -						$ -
				$ -						$ -
				$ -						$ -
				$ -	$ -	$ -	$ -	$ -	$ 285.90	$ 285.90

Total Claim: $ 285.90

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