CHIEF ADMINISTRATIVE OFFICER EXPENSE REPORTING FORM

Claiment's Name CAO Tom Ossinger
Title CAO
Date Oct 2025-NIL **No expenses to report**

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 $0.5932/km ($)	Meals: Breakfast	Meals: Lunch	Meals: Dinner	Hotel	Other Expenses	Total Expense ($)
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									TOTAL	**$ -**

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

Form version: as amended Nov 21, 2017