

CHIEF ADMINISTRATIVE OFFICER EXPENSE REPORTING FORM

Claimant's Name E. Tom Ossinger
 Title Chief Administrative Officer
 Date 13-May-19

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 @ \$0.4415	Meals			Hotel	Other Expenses	Total Expense (\$)
					Breakfast	Lunch	Dinner			
2019-05-08	NSFM Spring Work Shop - Truro	Registration			\$ -	\$ -	\$ -	\$ -	\$ 350.00	\$ 350.00
2019-06-04	TIANS National Business Awards Ceremony - Halifax	Mileage	470	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2019-06-04	TIANS National Business Awards Ceremony - Halifax	Parking		\$ 207.51					\$ 9.00	\$ 216.51
2019-06-06	Regional CAO Meeting - Regional Planning - Yarmouth	Mileage	210	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2019-06-12	AMA Spring Workshop - New Glasgow	Mileage	740	\$ 92.72	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 92.72
2019-06-12	AMA Spring Workshop - New Glasgow	Meals		\$ 326.71	\$ -	\$ 20.00	\$ -	\$ -	\$ -	\$ 346.71
2019-06-14	AMA Spring Workshop - New Glasgow	Hotel		\$ -	\$ -	\$ -	\$ -	\$ 325.34	\$ -	\$ 325.34
2019-06-14	AMA Spring Workshop - New Glasgow	Meals		\$ -	\$ -	\$ 20.00	\$ -	\$ -		\$ 20.00
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				\$ 626.94	\$ -	\$ 40.00	\$ -	\$ 325.34	\$ 359.00	
TOTAL										\$ 1,351.28

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