

CHIEF ADMINISTRATIVE OFFICER EXPENSE REPORTING FORM

Claimant's Name E. Tom Ossinger
Title Chief Administrative Officer
Date 2/20/2018

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 @ \$0.4289	Meals			Hotel	Other Expenses	Total Expense (\$)
					Breakfast	Lunch	Dinner			
12/19/2017	AMA Financial Management Training for Staff - Halifax -January 18-19, 2018	Training course Fee		\$ -					\$ 517.50	\$ 517.50
1/17/2018	AMA Financial Management Training for Staff - Halifax -January 18-19, 2018	Hotel (2 nights)		\$ -			\$ 302.64			\$ 302.64
1/17/2018	AMA Financial Management Training for Staff - Halifax -January 18-19, 2018	Parking (2 Days)		\$ -					\$ 64.40	\$ 64.40
1/17/2018	AMA Financial Management Training for Staff - Halifax -January 18-19, 2018	Meals		\$ -					27.00	\$ 27.00
1/18/2018	AMA Financial Management Training for Staff - Halifax -January 18-19, 2018	Meals		\$ -	13.00				27.00	\$ 40.00
1/19/2018	AMA Financial Management Training for Staff - Halifax -January 18-19, 2018	Meals		\$ -	13.00					\$ 13.00
1/19/2018	AMA Financial Management Training for Staff - Halifax -January 18-19, 2018	Mileage	470	\$ 201.58						\$ 201.58
1/31/2018	UNSM/AMA Municipal Modernization Workshop - Halifax - January 31, 2018	Registration Fee		\$ -					40.25	\$ 40.25
1/30/2018	UNSM/AMA Municipal Modernization Workshop - Halifax - January 31, 2018	Hotel (1 night)		\$ -			139.59			\$ 139.59
1/30/2018	UNSM/AMA Municipal Modernization Workshop - Halifax - January 31, 2018	Parking (1 Day)		\$ -					23.00	\$ 23.00
1/30/2018	UNSM/AMA Municipal Modernization Workshop - Halifax - January 31, 2018	Meals (with Receipt)		\$ -		22.00	56.87			\$ 78.87
1/31/2018	UNSM/AMA Municipal Modernization Workshop - Halifax - January 31, 2018	Meals (with Receipt)		\$ -	24.28					\$ 24.28

