

Claimant's Name: William MacDonald

Claimant's Title: Mayor

Date expense report posted: January 1 2019 -March 31 2019

Date Expense Incurred	Business Purpose of Expense: must include (if applicable): date of travel & destination	Professional Development Expense Type	Travel Expense Type	Travel/ Prof Dev. Cost (\$)	kms driven	Mileage calculated @ 0.442	Meals				Other Expenses	Total including HST Rebate	Paid by Municipality		
							Breakfast	Lunch	Dinner	Other			Credit Card	Cheque	Invoice
January	cell phone	01-21130A									69.64	\$ 63.15		69.64	26267404068
February	cell phone	01-21130A				\$0.00					69.52	\$ 63.04		\$69.52	26267404069
March	cell phone	01-21130A				\$0.00					69.49	\$ 61.93		\$69.49	26267404070

Total (including HST) \$0.00

\$0.00 \$0.00 \$0.00 \$0.00 \$0.00 \$208.65

\$0.00 \$208.65

HST REBATE \$20.53

Total w/ HST Rebate \$188.12

Total Expenses: \$188.12

* audited by:

Melony Robinson

Print Name and Position

Director of Finance

Signed

Notes:

Travel Expenses include but are not limited to accomodations, transportaion and incidentals

Professional development expenses include, but are not limited to course registration fees

business purposes of an expense include but are not limited to: conferences, meetings, municipal events, professional development

Alcohol cannot be expensed by an individual to a municipality

* Municipalities are required by the MGA to report travel, meals and professional development expenses. Municipalities may choose to report other expenses.

INCLUDE CELL PHONES, ALL HOTELS (VISA), 0121130B,0121130A