Claimant's Name:

Claimant's Title:

Date expense report
posted:

April 1, 2021 -June 30, 2021

| 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 @ 0.4615 | Breakfast L | | Meals Dinner | Other | | | Total including HST Rebate | | aid by Mur Cheque | nicipality Invoice |
|-----------------------|--|---|---------------------|-----------------------------|------------|-----------------------------------|----------------------------------|------|-----------------|----------|--------|-------|-------------------------------|---------------|----------------------|-----------------------|
| 04.30.21 | Cell Phone Reimbursement | 01-21130A | | | | | вгеактазт с | uncn | Dinner | Other | \$ | 30.00 | | Credit Card C | 13144 | mvoice |
| May-21 | Cell Phone Reimbursement | 01-21130A | | | | | | | | | \$ | 30.00 | \$ 30.00 | | 13240 | |
| 06.01.2021 | Cell Phone Reimbursement | 01-21130A | | | | | | | | | \$ | 30.00 | \$ 30.00 | | 13240 | |
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| | | | Total | \$0.00 | | \$0.00 | 0.00 \$0.00 \$0.00 \$0.00 \$0.00 | | | 0 | \$0.00 | | \$0.00 | 0 | . 10 | |
| | | | | | | | | | | | | | \$90.00 | | | |

Total Expenses:

\$90.00

* audited by:

Melony Robinson, Director of Finance, MBA, CPA, CMA

Print Name and Position

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 liminted 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.



(VISA), 0121130B,0121130A