



Claimant's Name: Sandi Millett-Campbell
Claimant's Title: Chief Administrative Officer
Date expense report posted: July 1, 2023 -September 30, 2023

Table with columns: Date Expense Incurred, Business Purpose of Expense, Professional Development Expense Type, Travel Expense Type, Travel/ Prof Dev. Cost (\$), kms driven, Mileage calculated @ 0.5770, Meals (Breakfast, Lunch, Dinner, Other), Other Expenses, Total including HST Rebate, Paid by Municipality (Credit Card, Cheque, Invoice). Includes a Total row at the bottom.

Total Expenses: \$1,170.30

* audited by: Melony Robinson, Director of Finance, CPA, MBA
Print Name and Position
Signed: [Handwritten Signature]

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