


Claimant's Name: Heather Sadowski
 Claimant's Title: Councillor
 Date expense report posted: October 1, 2024 -December 31, 2024



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 @ 0.5838	Meals				Other Expenses	Total including HST Rebate	Paid by Municipality			
							Breakfast	Lunch	Dinner	Other			Credit Card	Cheque	Invoice	
Oct 31 2024	4 year Ipad cost	01-21130A									\$400.00			16151		
Dec 17 2024	business cards	01-21130A				\$ -					\$ 56.86	\$ 51.56		16275		
						\$0.00					\$0.00					
						\$0.00					\$0.00					
						\$0.00					\$0.00					
						\$0.00					\$0.00					
Total				\$0.00		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$56.86					
											\$451.56					

* audited by:

 Melony Robinson, Director of Finance, CPA, MBA
 Print Name and Position Signed

Total Expenses: \$56.86

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.

1.102745

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

