Town of Annapolis Royal Expense Reporting Form

Annapolis Royal
— Nova Scotia —

Claimant's Name: Adele MacDonald

Claimant's Title: Councillor

Date expense report posted: April 1 2027-June 30, 2026

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 @ 0.5890	Meals				Other Expenses	Total including HST Rebate	Paid by Municipality		
							Breakfast $18	Lunch $25	Dinner $35	Other			Credit Card	Cheque	Invoice
April 16 2026	AVRL meeting Bersick-public library		01-21130B		154	$ 90.71						$ 82.64		17150	
May 2 2026	AVRL meeting Bersick-Apple Dome		01-21130B		156	$ 91.88						83.71		17150	
						$ -						$ -			
						$ -						$ -			
						$ -						$ -			
						$ -						$ -			
			Total	$0.00		$182.59	$0.00	$0.00	$0.00	$0.00	$0.00		$0.00		
												$166.35			

* audited by:

Melony Robinson, Director of Finance, CPA, MBA — M. Robinson

Print Name and Position — Signed

Total Expenses: $182.59

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.

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