HALF WAY BETWEEN THE EQUATOR & THE NORTH POLE

Town of Stewiacke Expense Reporting Form

Claimant's Name: **Wendy Robinson**

Claimant's Title: **Mayor Town of Stewiacke**

Date expense report posted: **January 2020 to March 2020**

Date Expenses 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 @.45 0.4500	Meals				Other Expenses	Paid by Municipality	
							Breakfast	Lunch	Dinner	Other		Credit Card	Invoice
02/14/20	Masstown travel to meet MP's		Mileage		79.00	35.55							
02/19/20	Annapolis Royal travel to view Library		Mileage		495.00	222.75							
02/22/20	North River travel for Ground Search & Rescue Banquet		Mileage		81.00	36.45							
02/26/20	Tatamagouch travel view Library		Mileage		194.00	87.30							
02/26/20	Elmsdale travel view Library		Mileage		52.00	23.40							
03/10/20	Truro travel Chamber meet & greet		Mileage		60.00	27.00							
03/11/20	Truro travel Chamber AGM		Mileage		60.00	27.00							
						-							
				-		459.45	-	-	-	-	-	-	-

Notes:
Travel expenses include, but are not limited to accommodations, transportation and incidentals
Professional development expenses include, but are not limited to course registration fees
Business purpose of an expense include, but are not limited to: confernces, 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.

Total Claim: 459.45