

CHIEF ADMINISTRATIVE OFFICER EXPENSE REPORTING FORM

Claimant's Name E. Tom Ossinger
 Title Chief Administrative Officer
 Date 13-May-19

Date Expenses Incurred	Business Purpose of Expense (must include (if applicable) date of travel & destination)	EXPENSE TYPE i.e. Meals, Hotel, Mileage, Conference Registration, Training Course Fee, Parking, Other - Specify	KMS Driven	Milage Calculated @ \$0.4415	Meals			Hotel	Other Expenses	Total Expense (\$)
					Breakfast	Lunch	Dinner			
4/9/2019	WREN L&O Committee Meeting Argyle (Tusket)	Mileage	240	\$ 105.96	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 105.96
5/3/2019	AMA Regional Meeting Yarmouth	Mileage & meals	210	\$ 92.72	\$ -	\$ 20.00	\$ -	\$ -	\$ -	\$ 112.72
5/8/2019	NSFM Spring Work Shop Truro	Mileage	600	\$ 264.90	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 264.90
5/8/2019	NSFM Spring Work Shop Truro	Meals		\$ -	\$ -	\$ 20.00	\$ 45.00	\$ -	\$ -	\$ 65.00
5/9/2019	NSFM Spring Work Shop Truro	Meals		\$ -	\$ 20.00	\$ -	\$ -	\$ -	\$ -	\$ 20.00
5/10/2019	NSFM Spring Work Shop Truro	Meals		\$ -	\$ 20.00	\$ 20.00	\$ -	\$ -	\$ -	\$ 40.00
5/10/2019	NSFM Spring Work Shop Truro	Hotel		\$ -	\$ -	\$ -	\$ 264.50	\$ -	\$ -	\$ 264.50
5/14/2019	AMA Spring Workshop New Glasgow	Conference Registration		\$ -	\$ -	\$ -	\$ -	\$ 391.00	\$ -	\$ 391.00
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TOTAL										\$ 1,264.08

****Alcohol cannot be expensed by an individual to the Town of Digby**