

CHIEF ADMINISTRATIVE OFFICER EXPENSE REPORTING FORM

Claimant's Name E. Tom Ossinger
 Title Chief Administrative Officer
 Date 4/16/2018

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 @ \$0.4289	Meals			Hotel	Other Expenses	Total Expense (\$)
					Breakfast	Lunch	Dinner			
3/9/2018	AMA Regional Meeting - Municipality of Digby	Meals		\$ -		\$ 15.00				\$ 15.00
3/12/2018	2018 FCM Annual Conference - Halifax	Conference Registration		\$ -					971.75	\$ 971.75
3/19/2018	Waste Check Meeting - Yarmouth	Mileage	210	\$ 90.07						\$ 90.07
3/21/2018	Western REN - Yarmouth	Mileage	210	\$ 90.07						\$ 90.07
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TOTAL										\$ 1,166.89

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