



# Municipality of the District of Lunenburg Municipal Expense Claim

**Claimant's Name:** Tom MacEwan  
**Claimant's Title:** Chief Administrative Officer  
**Period Covered:** July 1 to Sept 30, 2019

Date Expense Incurred	Business Purpose of Expense: must include (if applicable): date of travel & destination	Professional Development Expense Amount	Travel Expense Amount	Tips on Meals	kms driven	Mileage calculated @ 0.4585	Meals			*Other Expenses	Paid by Municipality	
							Breakfast	Lunch	Dinner		Credit Card	Invoice
08/26/19	AMANS Fall Conference Registration	511.75								-	511.75	-
09/20/19	Reimburse Barrister Fees	2,980.87								-	-	-
										-	-	-
										-	-	-
										-	-	-
										-	-	-
										-	-	-
										-	-	-
										-	-	-
										-	-	-
										-	-	-
										-	-	-
		3,492.62	-	-						-	511.75	-

**Total Expenses:** 3,492.62  
 Less amount paid directly by municipality: 511.75  


---

 2,980.87

**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: 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.**