Municipality of the District of Lunenburg Municipal Expense Claim

Claimant's Name: Tom MacEwan

Claimant's Title: Chief Administrative Officer

Period Covered Oct 1 to Dec 31, 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: Breakfast	Meals: Lunch	Meals: Dinner	*Other Expenses	Paid by Municipality: Credit Card	Paid by Municipality: Invoice	Notes
10-01-19	YGYI Lunenburg (BW-L) (L-BW)				60.00	27.51				-	-	-	-
10-02-19	YGYI Big Tancook (BW-C) (C-BW)				86.00	39.43				-	-	-	-
10-11-19	Meeting with DMA (BW-H) (H-BW)				200.00	91.70				-	-	-	-
10-16-19	AMA (PW-D)				140.00	64.19				-	-	-	-
10-18-19	AMA (D-PW)				140.00	64.19				-	-	-	-
10-29-19	YGYI Blockhouse (BW-BH) (BH-BW)				36.00	16.51				-	-	-	-
11-06-19	UNSM (BW-H)				100.00	45.85				-	-	-	-
11-08-19	UNSM (H-BW)				100.00	45.85				-	-	-	-
11-12-19	YGYI Barss Corner (BW-BC) (BC-BW)				60.00	27.51				-	-	-	-
11-25-19	Mayor/Warden Meeting (BW-MB) (MB-BW)				32.00	14.67				-	-	-	-
12-20-19	TIR Meeting Big Tancook (BW-C) (C-BW)				86.00	39.43				-	-	-	-
										-	-	-	-
10-21-19	AMA Digby Pines Hotel		455.40							-	455.40	-	-
11-19-19	NSFM Conference Registration	580.75								-	-	580.75	-
11-08-19	Westin Hotel		560.44	16.21			48.00			-	624.65	-	-
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		580.75	1,015.84	16.21		476.84	48.00	-	-	-	1,080.05	580.75	

Total Expenses:	**2,137.64**
Less amount paid directly by municipality:	**1,660.80**
	476.84

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.**