



Municipality of the District of Lunenburg Municipal Expense Claim

Claimant's Name: Sandra Statton
Claimant's Title: Councillor
Period Covered: October 01-December 31, 2021

Main expense claim table with columns for Date Expense Incurred, Business Purpose, Professional Development Expense Amount, Travel Expense Amount, Tips on Meals, kms driven, Mileage calculated @ 0.4670, Meals (Breakfast, Lunch, Dinner), *Other Expenses, and Paid by Municipality (Credit Card, Invoice).

Total Expenses: 250.20
Less amount paid directly by municipality: 65.35
184.85

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.