



Municipality of the District of Lunenburg Municipal Expense Claim

Claimant's Name: Kacy Delong
Claimant's Title: Councillor
Period Covered: October 1 to December 31, 2021

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 @ 0.4615	Meals			*Other Expenses	Paid by Municipality	
							Breakfast	Lunch	Dinner		Credit Card	Invoice
										-	-	-
10/16/21	Bell Mobility - Cell (October)		40.75							-	-	40.75
11/16/21	Bell Mobility - Cell (November)		40.78							-	-	40.78
12/16/21	Bell Mobility - Cell (December)		40.75							-	-	40.75
										-	-	-
11/15/21	NSFM Conference	460.00								-	-	460.00
										-	-	-
										-	-	-
										-	-	-
		460.00	122.28	-		-	-	-	-	-	-	582.28

Total Expenses: 582.28
 Less amount paid directly by municipality: 582.28

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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.**