

Municipality of St. Mary's Expense Claim



Claimant's Name: Marvin MacDonald
Claimant's Title: CAO
Period Covered: February 1/19 to February 28/19
Date Submitted: March 8/19

Date Expense Incurred	Business Purpose of Expense: must include: meeting name/conference	Professional/Travel Development Expense Type (mileage/hotel/airfare)	Location	kms driven	Mileage calculated @	Meals			Other Expenses	Paid by Municipality	
						Breakfast	Lunch	Dinner		Credit Card	Invoice
Feb 5/19	Dept Communities, Culture & Heritage - Library Funding	mileage	Antigonish	128	0.6300	\$ 15	\$ 20	\$ 20			
Feb 12/19	Property in Fisherman's Hrb.	mileage	Fisherman's Hrb	77	40.81	-	-	20.00			
					-						
					-						
					-						
					-						
					-						
					-						
					-						
					-						
Totals:				205	\$ 108.65	\$ -	\$ -	\$ 20.00	\$ -		#

I certify that the amounts claimed in this request are accurate, in accordance with municipal policy, and were incurred while conducting municipal business.

Marvin MacDonald, CAO
 Print name and position

Signed

***APPROVED by:**
Wardon Michael A Mosher
 Print Name and Position

Signed

Wendy Frazier, Dir of Finance
 Print Name and Position

Signed

61 - Feb mileage

Total Claim: 128.65
 Less amount paid directly by municipality: -

Balance due (owed): \$ 128.65

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PAID
 MAR 11 2019
 Per. 015360