Municipality of St. Mary's Expense Claim

Municipality of the District of St. Mary's

Claimant's Name: Marissa Jordan

Claimant's Title: Chief Administrative Officer

Period Covered: September 1 - September 30, 2022

Date Submitted: 04-Oct-22

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 @ 0.5750	Meals Breakfast $ 15	Meals Lunch $ 20	Meals Dinner $ 20	Other Expenses	Paid by Municipality: Credit Card	Paid by Municipality: Invoice
09-20-22	AMA Conference- CAO Session	mileage	Sydney, NS	484	278.30	-	-	20.00	-		
09-20-22	AMA Conference- CAO Session	hotel	Sydney, NS		-	15.00				105.35	
					-						
					-						
					-						
					-						
					-						
					-						
					-						
					-						
					-						
	Totals:	-	-	484	$ 278.30	$ 15.00	$ -	$ 20.00	$ -	# 105.35	

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

Marissa Jordan, Chief Administrative Officer
Print name and position

Signed

*APPROVED by:

Greg Wier/Warden
Print Name and Position

Signed

Marian Fraser, Dir of Finance
Print Name and Position

Signed

Total Claim: 418.65
Less amount paid directly by municipality: 105.35

Balance due (owed): $ 313.30

PAID

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