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: June, 2022

Date Submitted:

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 @ 0.5500	Meals Breakfast $ 15	Meals Lunch $ 20	Meals Dinner $ 20	Other Expenses	Paid by Municipality: Credit Card	Paid by Municipality: Invoice
06-15-22	AMA Conference- CAO Session	Travelled with another staff	Oak Island	0	-	-	-	20.00	-		
June 2-5, 2022	FCM Conference	N/A	Virtual	0	-	-	-	-	-		500.47
					-						
					-						
					-						
					-						
					-						
					-						
					-						
					-						
Totals:		-	-	0	$ -	$ -	$ -	$ 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.

Marissa Jordan, Chief Administrative Officer — *Print name and position* — *Signed* MJordan

*APPROVED by:

Greg Wier/Warden — *Print Name and Position* — *Signed* GWier

Marian Fraser, ~~Director of Finance~~ Treasurer — *Print Name and Position* — *Signed* MFraser

Total Claim: 20.00

Less amount paid directly by municipality: -

Balance due (owed): $ 20.00

6-JuneExpCAO ✓

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