

Appendix B

Municipality of the District of St. Mary's Hospitality Expense Form

Department
Administration

Name	Title
Mollony Fraser	Municipal Clerk

Purchases

Date	Description	Amount	Budget Line Item
2022-10		0	
2022-11	ACOA Funding Announcement	\$133.28	Economic Dev Projects Seniors Funding
2022-12		0	
Total		\$ 133.28	

Summary

Budget Line Item	Amount
Economic Development Projects	\$66.64
Seniors Funding	\$66.64
Total	\$113.28

Authorization

Preauthorization form attached

If preauthorization not obtained please complete the following:

Reason preauthorization was not possible: _____

Purpose of Event: _____

Number of Attendees: _____

Mollony Fraser
Signature

Jan 31/2023
Date

M Jordan
Approved By

Jan 31/2023
Date

Municipality of the District of St. Mary's Hospitality Expense Preauthorization Form

Department
Economic Development / Recreation

Name	Title
Denise Dunn	Economic Development Officer
Kerri Jack Event	Director of Community Development & Recreation

Date of Event		
Purpose of Event	ACOA Funding Announcement	
Estimated Number of Attendees	30	
Estimated Itemized Costs Including Gratuities	Item	Cost
	Drinks: Tea, Coffee, Juice	\$ 50.00
	Food: sweets, finger foods	\$ 100.00

[Handwritten Signature]

Signature

[Handwritten Signature]

Approved By

Oct. 31, 2022

Date

Oct. 31st, 2022

Date

Oct 31, 2022