Town of Stewiacke Expense Claim

Half Way Between the Equator & the North Pole

Claimant's Name: **Susan Creelman**

Claimant's Title: **Deputy Mayor**

Date expense report posted **April - June 2018**

Date Expenses Incurred	Business Purpose of Expense: must include (if applicable): date of travel & destination	Professional Development Expense Type	Travel Expense Type	Travel/Prof Dev Cost ($)	kms driven	Mileage calculated @ 0.4500	Meals: Breakfast	Meals: Lunch	Meals: Dinner	Meals: Other	Other Expenses	Credit Card	Invoice
04/12/18	REN - Liason & oversight Committee Truro		Mileage		64.00	28.80							
04/18/18	REN Strategic Planning Truro		Mileage		64.00	28.80							
04/20/18	CAO Hire Committee Lunch					-		82.36		Interview Lunches			
05/04/18	CAO Hire Committee Lunch					-		75.18		Interview Lunches			
08/03/18	Stewiacke Town Days					-				Town Days Expenses	19.26		
										Variety Show, Ice, Water			
						-							
					-								
					-								
					-	-							
				-	128.00	57.60	-	157.54	-	-	19.26	-	-

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: confernces, 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.

Total Claim:	234.40
Less amount paid directly by municipality:	-
	234.40
	-
Balance Due (Owed):	234.40