Municipality of the District of Argyle Expense Claim

Claimant's Name: **Alain Muise**

Claimant's Title: **CAO**

Date expense report posted **April 1 - June 30, 2022**

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 @ 0.4615	Meals Breakfast $15	Lunch $20	Dinner $35	Other Expenses Description	Amount	Credit Card	Invoice
04-01-22										monthly internet	47.97		-
04-01-22										cell phone	36.95		36.95
05-01-22										monthy internet	47.97		-
05-01-22										cell phone	36.95		36.95
06-01-22						-				monthly internet	47.97		-
06-01-22						-				cell phone	36.95		36.95
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						-	-	-	-		254.76	-	110.85
					Office USE only	-							

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

Marsha d'Eon August 18/22
Print name and position *Signed*
Director of Finance

*APPROVED by:

Danny Muise [signature]
Print name and position *Signed*
Warden

Notes: Travel exepenses include, but are not limited to accommodations, transportation and incidentals. Professional development expenses include, but are limited to course registration fees. Business purpose of an expense include, but are not limited to: conferences, meetings, municipal events, professional development.

Alcohol cannot be expensed by an individual to a municipality.

* Municipalities are required by the MGA to report, meals and prefessional development expenses. Municipalities may choose to report other expenses.

Total Claim:	254.76
Less amount paid directly by municipality:	110.85
	143.91
Balance Due (Owed):	143.91