

**TRAVEL EXPENSE CLAIM FORM  
MUNICIPALITY OF THE DISTRICT OF ARGYLE**

Name: Calvin d'Extremont Travel Dates: Nov. 5-8

Telephone: 9.02-740-0565 Function: NSFM

1) KILOMETRES: <sup>45.85</sup> (44.15 cents per kilometer) as of <sup>Nov 15/19</sup> April 1, 2018

DATE	FROM	TO	#KILOMETRES
Nov. 5/19	Pubnico	Halifax	274 Km
Nov. 8/19	Halifax	Pubnico	274 Km

TOTAL \$ 251.26

2) MEALS: (no receipts necessary)  
(Meals = \$60.00/day Breakfast \$15.00 Lunch \$20.00 Supper \$25.00)

Nov. 5 - Lunch \$20.00 Supper \$25.00	\$
Nov. 6 - Breakfast \$15.00 Supper \$25.00	\$
Nov. 7 - Breakfast \$15.00 Supper \$25.00	\$
Nov. 8 - Breakfast \$15.00 Lunch \$20.00	\$
	<u>\$140.00</u>

3) LODGING: (attach receipts)

on Municipal Credit Card \$ —

4) TAXIS, BUSES, PARKING, ETC. (attach receipts)

\$ —

5) OTHER: (attach receipts)

\$ —

#21135-000 343.02 Subtotal:  
32290-500 35.24 Less Advance  
378.26 TOTAL

Roy's → 341.26  
11.30 personal  
1.70 expense  
\$ 378.26

Signature \_\_\_\_\_ Date \_\_\_\_\_

Reserved for Finance Office: 183023  
183028

Authorized by:  Chief Administrative Officer  Director of Finance

Date: Nov 20/19 Signature: Masha Chow

Posted on municipal website:

PAID  
NOV 20 2019  
chq 21001