

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

Name: Nicole Albright Travel Dates: Nov. 1, 2022
Nov. 4, 2022

Telephone: 902-307-4474 Function: NSFM Fall
Conference

1) KILOMETRES: (0.5113 cents per kilometer) as of April 1, 2022

DATE	FROM	TO	#KILOMETRES
Nov. 1, 2022	50 Belleville Rd.	Westin, HFX	293
Nov. 4, 2022	Westin, HFX	50 Belleville Rd	293
TOTAL			\$ <u>299.62</u>

2) MEALS: (no receipts necessary)

(Meals = \$60.00/day Breakfast \$15.00 Lunch \$20.00 Supper \$25.00)

Nov. 1 - Lunch + Supper	\$ 45
Nov. 2 - Breakfast + Supper	\$ 40
Nov. 3 - Breakfast	\$ 15
Nov. 3 - Breakfast + Lunch	35

3) LODGING: (attach receipts)

Westin Hotel	\$ 418.77
Halifax	\$

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

	\$
	\$

5) OTHER: (attach receipts)

	\$
	\$

POSTED
231972

#21135-000 773.89
32290-500 19.50
853.39

Subtotal: \$ 853.39
Less Advance \$ -
TOTAL \$ 853.39

Nicole Albright
Signature

Nov. 14, 2022
Date

Reserved for Finance Office:

Authorized by: Chief Administrative Officer Director of Finance

Date: Nov 22, 2022 Signature: Maisha Olor

Posted on municipal website: