Municipality of the District of Argyle Expense Claim

Claimant's Name: **Nicole Albright**

Claimant's Title: **Warden**

Date expense report posted: **Jan 1- Mar 31, 2026**

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 @ 0.5932	Lodging	Meals Breakfast $20	Meals Lunch $25	Meals Dinner $35	Other Expenses Description	Other Expenses Amount	Paid by Municipality directly or Municipal Credit card	Invoice submitted
03-30-2026	NSFM -Meetings that Matter		kms,lodging,meals	577.58	586.00	347.62	174.96	20.00	-	35.00		-	-	577.58
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				577.58								-	-	577.58
					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.

Keval d'Entremont, Senior Accountant — Keval d'Entremont
Print name and position — *Signed*

*APPROVED by:

Marsha d'Eon
Director of Finance
Print name and position — *Signed*

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:	577.58
Less amount paid directly by municipality:	-
	577.58
Balance Due (Owed):	577.58