Municipality of the District of Lunenburg Municipal Expense Claim

Claimant's Name: Claudette Garland

Claimant's Title: Councillor

Period Covered April to June 2018

Date Expense Incurred	Business Purpose of Expense: must include (if applicable): date of travel & destination	Professional Development Expense Amount	Travel Expense Amount	Tips on Meals	kms driven	Mileage calculated @ 0.4400	Meals: Breakfast	Meals: Lunch	Meals: Dinner	*Other Expenses	Paid by Municipality: Credit Card	Paid by Municipality: Invoice	Notes
04-04-18	Capital budget workshop				29.40	12.94				-			
04-10-18	Council meeting				29.40	12.94				-			
04-17-18	Finance meeting				29.40	12.94				-			
04-24-18	Council meeting				29.40	12.94				-			
04-30-18	Meeting-Dave Waters office				31.20	13.73				-			
										-			
										-			
04/24/18	Bell Mobility-Internet (April)									-		5.75	
06/26/18	Bell Mobility-Internet (May)									-		5.75	
06/26/18	Bell Mobility-Internet (June)									-		5.75	
06/27/18	Residence Inn-FCM									-	1,234.18		
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		-	-	-		65.47	-	-	-	-	1,234.18	17.25	

Total Expenses: 1,316.90

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: conferences, 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.**