

TRAVEL EXPENSE CLAIM FORM
MUNICIPALITY OF THE DISTRICT OF ARGYLE

Name: Alan Mize Travel Dates: CPA the One
Conference
 Telephone: _____ Function: Sept 21-25

1) KILOMETRES: ^{45.85} (44.15 cents per kilometer) as of ^{May 15/19} April 1, 2018

DATE	FROM	TO	#KILOMETRES
TOTAL			\$ _____

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

_____ \$ _____
 _____ \$ _____
 _____ \$ _____

3) LODGING: (attach receipts) **POSTED**
 182082

_____ \$ _____
 _____ \$ _____

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

_____ \$ 94 (12.26 HSI incl)
 _____ \$ _____

5) OTHER: (attach receipts)

_____ \$ _____
 21920-003 85.24
 32290-500 876
 _____ \$ _____
 94.00

Subtotal: \$ 94
 Less Advance \$ _____
 TOTAL \$ 94

[Signature]
 Signature

Oct 21, 2019
 Date

Reserved for Finance Office:

Authorized by: Chief Administrative Officer Director of Finance

Date: Oct 21, 2019 Signature: [Signature]

Posted on municipal website: