

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

Name: Danny Meiso Travel Dates: Nov 29 - Dec 2

Telephone: \_\_\_\_\_ Function: UNSM

**1) KILOMETRES: (42.31 c per kilometer) as of October 1, 2016**

DATE	FROM	TO	#KILOMETRES
Nov 29	Tusnet	Halifax	300
Dec 2	HALIFAX	Tusnet	300
			600
TOTAL			\$ 253.86

**2) MEALS: (no receipts necessary)**

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

Nov 29	Supper	\$ 25.00
Nov 30	Breakfast & Supper	\$ 40.00
Dec 1	Breakfast	\$ 15.00
Dec 2	Breakfast & lunch	\$ 35.00
		/ 115.00

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

Nov 29, 30, Dec 1 \$ 540.27

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

**5) OTHER: (attach receipts)**



Subtotal: \$ 879.13  
 Less Advance \$ -  
**TOTAL \$ 879.13**

Danny Meiso  
 Signature

Dec 5/16 Date  
 791.23

**POSTED**  
 (3113)

21135-000  
 32290-500 81.90  
 879.13

Reserved for Finance Office:

Authorized by: \_\_\_\_\_ Chief Administrative Officer \_\_\_\_\_ Director of Finance

Date: \_\_\_\_\_

Signature: \_\_\_\_\_

Westin Nova Scotian  
 1181 Hollis Street  
 Halifax, NS B3H 2P6  
 Canada  
 Tel: 902-421-1000 Fax: 902-422-9465



Mr. Danny Muise  
 27 Courthouse Road  
 Tusket, NS, B0W3M0  
 Canada

Page Number : 1 Invoice Nbr : 371424  
 Guest Number : 914267  
 Folio ID : A  
 Arrive Date : 29-NOV-16 16:52  
 Depart Date : 02-DEC-16 12:00  
 No. Of Guest : 2  
 Room Number : 606  
 Club Account :

Tax Invoice

Tax ID : #89999-4933RT0001

Westin Nova Scotian DEC-02-2016 11:29 JBROWN

Date	Reference	Description	Charges (CAD)	Credits (CAD)
29-NOV-16	RT606	Room Charge	145.00	
29-NOV-16	RT606	HRM Levy 2.0%	2.90	
29-NOV-16	RT606	HST Tax - Room 15%	22.19	
30-NOV-16	RT606	Room Charge	145.00	
30-NOV-16	RT606	HRM Levy 2.0%	2.90	
30-NOV-16	RT606	HST Tax - Room 15%	22.19	
01-DEC-16	RT606	Room Charge	145.00	
01-DEC-16	RT606	HRM Levy 2.0%	2.90	
01-DEC-16	RT606	HST Tax - Room 15%	22.19	
02-DEC-16	VI	Visa 6911		-510.27

\*\*\*For Authorization Purpose Only\*\*\*

xxxxxx6911

Date	Code	Authorized
29-NOV-16	072479	50
29-NOV-16	079894	460.27
30-NOV-16	0C2271	50

\*\* Total 510.27 -510.27  
 \*\*\* Balance 0.00

*Handwritten signature*

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