

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

Name: Danny Muise

Travel Dates: Nov 7-10, 2017

Telephone: _____

Function: UNSM

1) KILOMETRES: (42.89 cents per kilometer) as of May 10, 2017

DATE	FROM	TO	#KILOMETRES
Nov 7	Tusket	Halifax	290
Nov 10	Halifax	Tusket	290
			580

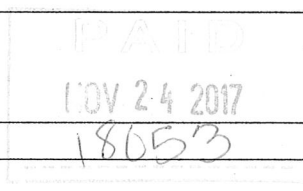
TOTAL \$248.76

2) MEALS: (no receipts necessary)

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

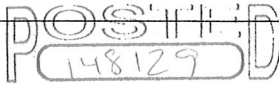
Nov 7 - Supper	\$ 25.00
8 Breakfast, Supper	\$ 40.00
9 Breakfast	\$ 15.00
10 Breakfast + lunch	35.00
	<u>115.00</u>

3) LODGING: (attach receipts)



\$ _____
\$ _____

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



\$ _____
\$ _____

5) OTHER: (attach receipts)

\$ _____
\$ _____

21135-600 329.89
32290-500 33.89
363.76

Subtotal: \$ 363.76
Less Advance \$ _____
TOTAL \$ 363.76

Danny Muise
Signature

Nov 14/17
Date

Reserved for Finance Office:

Authorized by: Chief Administrative Officer Director of Finance

Date: _____

Signature: _____

Posted on municipal website:

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

Name: Danny Muise

Travel Dates: July 17-20

Telephone: _____

Function: Réseau des Villes
Francophone

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

DATE	FROM	TO	#KILOMETRES
Chose to Drive instead of Flying -			
Flight cost would have been \$382. Return.			
mileage would have been \$758± -			
Claim flight charge			
TOTAL			\$ 382.00

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


Not Claiming meals.

3) LODGING: (attach receipts)

Palace Royal \$ 797.28

POSTED
144551

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

GL #: 01-21136-000	1205.18
PO #: 31290-500	123.88
Signature: 	1329.00

5) OTHER: (attach receipts)

Registration \$ 150.00

PAID
AUG 18 2017
176 \$

\$1,000 to be added
by Acc. Affairs

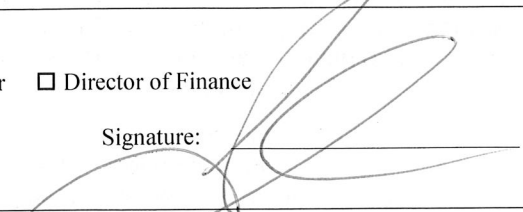
Subtotal: \$ 1329.00
Less Advance \$
TOTAL \$ 1329.00

Danny Muise
Signature

July 27, 2017
Date

Reserved for Finance Office:

Authorized by: Chief Administrative Officer Director of Finance

Date: Aug 3/17 Signature: 

Posted on municipal website:

Cancel approved
excep of 329\$ by email
A.S. 3/17



775, avenue Honoré-Mercier
 Québec (Québec) G1R 6A5
 Tel. : (418) 694-2000
 Fax : (418) 380-2553
 palaceroyal@hotelsjaro.com
 1-800-567-5276
 www.hotelsjaro.com

ation Number 4328244

Name: Danny Muisse
 447, Abram River Road
 Tusket, NS B0W 3N0

Tél/Phone: 902-648-0070

Nom/Name: Danny Muisse
Compagnie/Company:

Arrivée/Arrival
 17/07/2017

Départ/Departure
 20/07/2017

Groupe/Group: Ville de Québec

Chambre/Room

908 - Class 1 Queen #2

Folio 4451033

Transaction/Date	Description			Montant
17/07/2017	American Express	908	paiement	-797.28
17/07/2017	STATIONNEMENT / Parking		-	20.00
17/07/2017	Chambre / Room Charge			204.00
18/07/2017	STATIONNEMENT / Parking		-	20.00
18/07/2017	Chambre / Room Charge			204.00
19/07/2017	STATIONNEMENT / Parking		-	20.00
19/07/2017	Chambre / Room Charge			204.00

Total à payer incluant les taxes/Total to be paid including taxes: 0.00

Détail des taxes/Taxes details:

TPS	34.68
TVQ	69.18
Hébergement/Lodging	21.42
Total (Taxes)	\$125.28

TPS/GST #: 142859289RT 0001

TVQ/PST #: 1022174301TQ 0001

J'accepte de payer le montant total ci-dessus ainsi que toutes autres charges pouvant être portées à mon compte selon les conditions de la compagnie émettrice de la carte de crédit. De plus, je m'engage personnellement à défrayer les frais encourus soit en partie ou en entier à défaut de paiement complet par la compagnie, l'association ou son représentant désigné sera responsable des pertes ou des dommages causés aux locaux ou à leur contenu.

I agree to pay the total amount listed above and all other charges on my account according to the conditions of the credit card institution. I also agree to defray all the expenses incurred partly or entirely in the case of non-payment by the company, the association or the designated representative and I will be responsible for the losses and damages with the buildings or their contents.

Signature: _____

/ cheque:
i in trust - RVFFA 2017
il. René-Lévesque Ouest
s (Québec), G1S 1S2

Rendez-vous 2017



	SUB TOTAL	239.18 \$
GST:	5%	11,96 \$
PST:	9,975%	23,86 \$
	TOTAL	275.00 \$
31/05/2017	PAYMENT	275,00 \$
	BALANCE	0,00 \$

TOTAL \$ 275
Extra Tickets 125
Banquet → 150.00

RVFFA/Ville de Québec - 43, rue De Buade, Bureau 310, Québec, Qc G1R 4A2
TPS 144247350 RT0001 # TVQ 1090046710 TQ0001

*Payable on reception

*Registration fees may be reimbursed in full before May 17, 2017. No refunds will be issued after this date.

*All funds will be paid in whole to Ville de Québec as the municipality responsible for organizing the event.