

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

Name: Danny Muise Travel Dates: Oct 18 - 20, 2019

Telephone: _____ Function: FANE Annual Meeting

1) **KILOMETRES:** ^{45.85} (44.15 cents per kilometer) as of April 1, 2018

DATE	FROM	TO	#KILOMETRES
Oct 18	Tusket	Dartmouth	294
Oct 20	dartmouth	Tusket	294
TOTAL			\$ 269.60

PAID
OCT 23 2019
20882

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

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

Oct 18	Supper	\$ 25.00
Oct 19	Breakfast	\$ 15.00
Oct 20	Breakfast and Lunch	\$ 35.00

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

Hotel charged on Mun credit card, receipt attached ~~208~~ \$ _____
\$ _____

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

\$ _____
\$ _____

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

\$ _____
\$ _____

2112-000	312.49	
32240-500	32.11	
	344.60	Subtotal: \$ 344.60
		Less Advance \$ _____
		TOTAL \$ 344.60

Danny Muise
Signature

Oct 21, 2019
Date

Reserved for Finance Office:

Authorized by: Chief Administrative Officer Director of Finance

Date: _____

Signature: Oct 21/19

Posted on municipal website: