

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

Name: Glenn Diggdon Travel Dates: May 29 - June 3, 2019

Telephone: 902-648-8242 Function: F.C.M.

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

DATE	FROM	TO	#KILOMETRES
May 29-2019	M.W. Pubnico	Halifax Airport	284
May 30-2019	Montreal Airport	Quebec City	248
June 2-2019	Quebec City	Montreal Airport	248
June 3-2019	Halifax Airport	M.W. Pubnico	284
TOTAL			1064 Kilometres \$ 487.84

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

May 29	\$ 25.00
May 30 + 31	\$ 50.00
June 1	\$ 25.00
May 30 - Breakfast + Lunch	\$ 35.00
} * 135.00	

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

Hilton Garden Inn 29 May 2019	\$ 261.83
Marriot Quebec City	\$ 910.65

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

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

2019 FCM Annual Conference	\$ 1249.78
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# 21135-000 2787.18	Subtotal:	\$ 3045.10
32290-500 257.92	Less Advance	\$
	TOTAL	\$ 3045.10

Glenn Diggdon
Signature

28 June 2019
Date

Reserved for Finance Office:

Authorized by: Chief Administrative Officer Director of Finance

Date: _____ Signature: Maushadho

Posted on municipal website: