

MUNICIPALITY OF THE COUNTY OF
ANTIGONISH

Staff Expense Claim Report

Name: Glenn Horne Date March-23

OFFICE USE ONLY
Paid by
Municipality

Date	Details of Expense	Km Travelled	TRAVEL (\$) TRV	MEAL (\$) ML	PROFESSIONAL DEVELOPMENT (\$) PD	OTHER (\$) OTH	Amount (\$)	AMOUNT
2-Mar-23	Travel to Baddeck, Cape Breton Municipal Meeting	272	\$ 139.07				\$ 139.07	\$ 139.07
			\$ -				\$ -	\$ -
			\$ -				\$ -	\$ -
			\$ -				\$ -	\$ -
			\$ -				\$ -	\$ -
			\$ -				\$ -	\$ -
			\$ -				\$ -	\$ -
			\$ -				\$ -	\$ -
			\$ -				\$ -	\$ -
			\$ -				\$ -	\$ -
TOTAL		272	\$ 139.07	\$ -	\$ -	\$ -	\$ 139.07	\$ 139.07

TYPES OF EXPENSE:
Expense Codes
TRAV- Travel -Mileage, Parking, Hôtel, Taxi
MEAL - Meal Expenses
PD - Professional Development (training/conference)
OTHE - Other - le-Phone, Internet, Incidentals
Mileage Rate - \$0.5113 KM

Per Diem Rates	
Meal	Per Day
Incidental	\$ 10.00
Breakfast	\$ 15.00
Lunch	\$ 20.00
Dinner	\$ 36.00
Total /day	\$ 81.00

Signature:  Date: 30-Mar-23

Approved by: 
CAO/Deputy Clerk/Director

10-210-2123 - 201116

TRV - GL# -	\$ 139.07
ML- GL# -	\$ -
PD - GL# -	\$ -
OTH - GL# -	\$ -
TOTAL	\$ 139.07