

Council Expense Report

Glenn Horne (GLE010) Name: Month/Year July-23

Chief Administrative Officer

Date	Details of Expense	Km Travelled	TRAVEL(\$) TRV	MEAL (\$) ML	PROFESSIONAL DEVELOPMENT (\$) PD	OTHER (\$) OTH	Amount (\$)
	None		\$ -				\$ -
			\$ -				\$ -
			\$ -				\$ -
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			\$ -				\$ -
			\$ -				\$ -
			\$ -				\$ -
	TOTAL	0	\$ -	\$ -	\$ -	\$ -	\$ -

TYPES OF EXPENSE:
Expense Codes
TRV- Travel -Mileage, Parking, Hotel, Taxi
ML - Meal Expenses
PD - Professional Development (training/conference
OTH - Other - Ie-Phone, Internet, Incidentals
Mileage Rate - \$0.5770/KM

I certify that the amounts claimed in this request are accurate, in accordance with the municipal policy, and were incurred while conducting municipal business.

Date:

Per Diem Rates

\$

\$

Rate per Day

10.00

15.00

20.00

36.00

81.00

Meal

Lunch

Dinner

Incidental

Breakfast

Total per day

\$ Oct. 3/23

Signature:

Approved by: 1

Office Use Only						
TRV - GL# - 10-210-2123-201116	\$	-				
ML- GL# - 10-210-2123-201116	\$	-				
PD - GL# - 10-210-2123-201116	\$	-				
OTH - GL# - 10-210-2123-201116	\$	-				
TOTAL	\$	-				