MUNICIPALITY OF THE COUNTY OF
ANTIGONISH

Staff Expense Claim Report

Name: Glenn Horne **Date** May-22

Date	Details of Expense	Km Travelled	TRAVEL ($) TRV	MEAL ($) ML	PROFESSIONAL DEVELOPMENT ($) PD	OTHER ($) OTH	Amount ($)	OFFICE USE ONLY Paid by Municipality AMOUNT
26-May-22	Strait IT Board Meeting in Port Hood / EDPC Board Meeting in Port Hawkesbury	205	$ 104.82				$ 104.82	$ 104.82
26-May-22	Lunch		$ -	$ 20.00			$ 20.00	$ 20.00
			$ -				$ -	$ -
			$ -				$ -	$ -
			$ -				$ -	$ -
			$ -				$ -	$ -
			$ -				$ -	$ -
			$ -				$ -	$ -
			$ -				$ -	$ -
	TOTAL	205	$ 104.82	$ 20.00	$ -	$ -	$ 124.82	$ 124.82

TYPES OF EXPENSE:
Expense Codes
TRAV- Travel -Mileage, Parking, Hotel, Taxi
MEAL - Meal Expenses
PD - Professional Development (training/conference)
OTHE - Other - Ie-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:** 14-Jun-22

Approved by: _____
CAO/Deputy Clerk/Director

TRV - GL# -	$	104.82
ML- GL# -	$	20.00
PD - GL# -	$	-
OTH - GL# -	$	-
TOTAL	$	124.82

10-210-2123-20116