

## Model Municipal Expense Reporting Form

Claimant's Name: **Harloid Locke**  
 Claimant's Title: **Mayor**  
 Date expense report posted: **January to March, 2021**

Date Expenses Incurred	Business Purpose of Expense: must include (if applicable): date of travel & destination	Professional Development Expense Type	Travel Expense Type	Travel/Prof Dev Cost (\$)	kms driven	Mileage calculated @  0.4415	Meals				Other Expenses	Paid by Municipality	
							Breakfast	Lunch	Dinner	Other		Credit Card	Invoice
	No Expenses to Report												
						-							
						-							
						-							
						-							
						-							
						-							
						-							
						-							
						-							
						-							
						-							
						-							
			-	-		-	-	-	-	-	-	-	-

Notes:  
 Travel expenses include, but are not limited to accommodations, transportation and incidentals  
 Professional development expenses include, but are not limited to course registration fees  
 Business purpose of an expense include, but are not limited to: confernces, meetings, municipal events, professional development  
 Alcohol cannot be expensed by an individual to a municipality  
 \*Municipalities are required by the MGA to report travel, meals and professional development expenses. Municipalities may choose to report other expenses.

Total Claim: -



### Model Municipal Expense Reporting Form

Claimant's Name: **Rick Davis**  
 Claimant's Title: **Councillor**  
 Date expense report posted: **January to March, 2021**

Date Expenses Incurred	Business Purpose of Expense: must include (if applicable): date of travel & destination	Professional Development Expense Type	Travel Expense Type	Travel/Prof Dev Cost (\$)	kms driven	Mileage calculated @ 0.0000	Meals				Other Expenses	Paid by Municipality	
							Breakfast	Lunch	Dinner	Other		Credit Card	Invoice
	No Expenses to Report					-							
						-							
						-							
						-							
						-							
				-		-	-	-	-	-	-	-	-

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Total Claim: -

### Model Municipal Expense Reporting Form

Claimant's Name: **Sheldon Ringer**  
 Claimant's Title: **Councillor**  
 Date expense report posted: **January to March, 2021**

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							Breakfast	Lunch	Dinner	Other		Credit Card	Invoice
	No Expenses to Report					-							
						-							
						-							
						-							
						-							
				-		-	-	-	-	-	-	-	-

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Total Claim: -

### Model Municipal Expense Reporting Form

Claimant's Name: **Ben Nickerson**  
 Claimant's Title: **Councillor**  
 Date expense report posted: **January to March, 2021**

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							Breakfast	Lunch	Dinner	Other		Credit Card	Invoice
March 23,2021	Accessibility Meeting-Lockeport		Mlg	25.53	61.40	0.45850							
				25.53		-	-	-	-	-	-	-	25.53

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Total Claim: 25.53

### Model Municipal Expense Reporting Form

Claimant's Name: **Ken Smith**  
 Claimant's Title: **Acting CAO**  
 Date expense report posted: **January to March, 2021**

Date Expenses Incurred	Business Purpose of Expense: must include (if applicable): date of travel & destination	Professional Development Expense Type	Travel Expense Type	Travel/Prof Dev Cost (\$)	kms driven	Mileage calculated @ 0.0000	Meals				Other Expenses	Paid by Municipality	
							Breakfast	Lunch	Dinner	Other		Credit Card	Invoice
Jan 9,2021	Mileage- Dec 27/20 - Jan 9/21		Mlg	126.96									
Jan 23,2021	Mileage- Jan 10-23,2021		Mlg	253.91									
Feb 6,2021	Mileage- Jan 24- Feb 6,2021		Mlg	253.91									
Feb 20,2021	Mileage - Feb 7-20,2021		Mlg	210.00									
Mar 6,2021	Mileage - Feb 21-Mar 6,2021		Mlg	253.91									
Mar 23, 2021	Mileage - Mar 7-20, 2021		Mlg	190.44									
						-							
				1,289.13	-	-	-	-	-	-		-	1,289.13

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Total Claim: 1,289.13

