

Town of Shelburne Hospitality Expense Reporting Form

QUARTERLY HOSPITALITY EXPENSES
January to March,
2025

Date Expenses Incurred	Purpose of Expense	Location	Meals & Beverage Expenses	Gifts	Meeting Space	Other	Cost to Municipality
01/14/2025	Council Orientation on Strategic Planning with Prov NS Representatives	Shelburne, NS	Lunch for Council, Management and Provincial Reps				246.10
			-	-	-	-	246.10

Notes:
Hospitality includes expenses incurred while hosting individuals from outside of a municipality for conducting business activities which would include receptions, ceremonies, conferences , or other group events.

Total Claim: 246.10