

Town of Shelburne Hospitality Expense Reporting Form

QUARTERLY HOSPITALITY EXPENSES
July to September, 2021

Date Expenses Incurred	Purpose of Expense	Location	Meals & Beverage Expenses	Gifts	Meeting Space	Other	Cost to Municipality
September 29,21	Sobeys- Propane for Town BBQ	Guild Hall, Maiden Lane-Shelburne				31.28	31.28
September 30,21	Sobeys - Supplies for Town BBQ	Guild Hall, Maiden Lane-Shelburne	103.59				103.59
September 27,21	Dollar Store-Gift Bags & Tissue-Volunteer Reception	Lockeport, NS		27.66			27.66
September 30,21	OH Armstrong- Food for Town BBQ	Guild Hall, Maiden Lane-Shelburne	895.35				895.35
September 24,21	James Stewart- Mugs & Key Chains-Volunteer Reception	Lockeport, NS		362.50			362.50
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			998.94	390.16	-	31.28	1,420.38

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: 1,420.38