Municipality of the District of Lunenburg Municipal Expense Claim

Claimant's Name: Carolyn Bolivar-Getson

Claimant's Title: Mayor

Period Covered 10/17/18-10/19/18

Date Expense Incurred	Business Purpose of Expense: must include (if applicable): date of travel & destination	Professional Development Expense Amount	Travel Expense Amount	kms driven	Mileage calculated @ 0.4400	Meals			*Other Expenses	Paid by Municipality		Notes
						Breakfast	Lunch	Dinner		Credit Card	Invoice	
10/17/18	10/17-18-10/19/18 Atlantic Mayors Congress		382.74						-	-	-	
10/17/18	Airport Atlantic Mayors Congress			254.00	111.76				-	-	-	
10/17/18	Airport Breakfast		9.84						-	-	-	
10/17/18	Taxi from Airport		25.22						-	-	-	
10/19/18	Atlantic Mayor's Congress Dinner		33.64						-	-	-	
10/19/18	Airport Parking Atlantic Mayor's Congress		90.00						-	-	-	
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		-	541.44		111.76	-	-	-	-	-	-	

Total Expenses: **653.20**

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: conferences, 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.**