



COUNCIL & EXECUTIVE MANAGERS TRAVEL EXPENSES

Name:

Date:

MILEAGE				
Date	Location	Description	KM Travelled	Total
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
			TOTAL	\$ -

MEALS PER DIEM					
Date	Location	Type	Description	Quantity	Total
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
				TOTAL	\$ -

INCIDENTALS PER DIEM					
An Incidental Per Diem of \$17 may be claimed daily without Receipts for a full day of Travel or overnight Travel in accordance with section 8.1.3 of the Business Expense & Travel Policy.					
Date	Location	Description	Quantity	Total	
				\$ -	
				\$ -	
				\$ -	
				\$ -	
				\$ -	
				\$ -	
				\$ -	
				\$ -	
				\$ -	
				\$ -	
				TOTAL	\$ -

ACCOMMODATION				
Date	Location	Description	Quantity	Total
			TOTAL	\$ -

OTHER				
Date	Location	Description	Quantity	Total
July 8, 2020	Vermilion	AB Municipal Leaders Caucus - (August 6)	1	\$ 105.00
			TOTAL	\$ 105.00

Total Reimbursement Requested: \$ 105.00

Authorized Signature:

