CITY OF LLOYDMINSTER
Finance Department
4420-50 Avenue
Lloydminster, AB/SK T9V 0W2
Phone: 780-875-6184
Fax: 780-871-8345
ap.lloyd@lloydminster.ca

"No travel expense report for City Council and Executive Leadership Team in the month of April, 2020."

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**
			TOTAL	**$ -**

Total Reimbursement Requested: $ -

Authorized Signature: