

Municipal Expense Claim

JUN 14 2019

Claimant's Name: Linda Fraser
 Claimant's Title: CAO
 Date expense report posted: _____

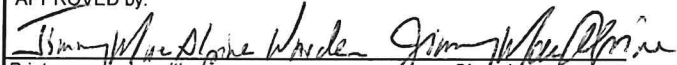
| Date Expenses Incurred | Business Purpose of Expense: must include (if applicable): date of travel & destination | Professional Development Expense Type | Travel Expense Type | Travel/Prof Dev Cost (\$) | kms driven | Mileage calculated @ 0.4585 | Meals | | | | Other Expenses | Credit Card |
|------------------------|---|---------------------------------------|---------------------|---------------------------|------------|-----------------------------|-----------|---------|---------|-------|----------------|-------------|
| | | | | | | | Breakfast | Lunch | Dinner | Other | | |
| 05-29-19 | FCM Conference | | | | - | \$0.00 | \$20.00 | \$20.00 | \$45.00 | | | |
| 05-30-19 | FCM Conference | | | | | \$0.00 | 20.00 | 20.00 | 45.00 | | | |
| 05-31-19 | FCM Conference | | | | | \$0.00 | | 20.00 | 45.00 | | | |
| 06-01-19 | FCM Conference | | | | | \$0.00 | 20.00 | 20.00 | - | | | |
| 06-02-19 | FCM Conference | | | | | \$0.00 | 20.00 | - | 45.00 | | | |
| 06-03-19 | FCM Conference | | | | | \$0.00 | 20.00 | 20.00 | | | | |
| | FCM Hotel | | | | | | | | | | 1,210.88 | 1,210.88 |
| | FCM Travel (CAO Portion) | | | 397.00 | | | | | | | | 397.00 |
| | | | | 397.00 | | \$0.00 | 80.00 | 100.00 | 180.00 | | 1,210.88 | 1,607.88 |

Net of HST Rebate

HST Rebate Amt HST Rebate Amt \$0.00
 HST Rebate Amt -Other

I certify that the amounts claimed in this request are accurate, in accordance with municipal policy, and were incurred while conducting municipal business.

Linda Fraser, CAO 
 Print name and position Signed

*APPROVED by:

 Print name and position Signed

Print name and position Signed

Total Claim: 1,967.88
 Less amount paid directly by municipality: 1,607.88
 Balance Due (Owed): 360.00



Hilton Québec
 1100, boulevard René-Lévesque Est, C.P. 157
 Québec (Québec) G1R 4P3
 Téléphone : 418 647-2411
 Télécopieur : 418 647-6488

FCM
Linda's
Person

Linda Fraser
145 King Street
Digby Municipal District NS B0V 1A0
Canada

Rate Code. : GFEDR
 Room No. : 1202
 Arrival : 29.05.19
 Departure : 03.06.19
 No of Pax : 1 / 0
 Page No. : 1 of 2
 Folio No. : 554900
 Conf. No. : 3517104997
 User Name : VEME

Membership No. : HH 1113755837
 A/R Number :
 Company Name : FCM
 Group Name : FCM -
 Client Reference :

03-JUN-19 09:01:54

| Date | Description | Charges | Credits |
|----------|---------------------------------|-----------------------------------|----------|
| 29.05.19 | Deposit Transferred at Check In | | 291.15 |
| 29.05.19 | Room | 245.00 | |
| 29.05.19 | Occupancy tax | 8.23 | |
| 29.05.19 | GST | 12.66 | |
| 29.05.19 | PST | 25.26 | |
| 30.05.19 | Room | 245.00 | |
| 30.05.19 | Occupancy tax | 8.23 | |
| 30.05.19 | GST | 12.66 | |
| 30.05.19 | PST | 25.26 | |
| 31.05.19 | Allegro Breakfast | Room# 1202 : CHECK# 1132 35.90 | |
| 31.05.19 | Allegro Tips | Room# 1202 : CHECK# 1132 5.00 | |
| 31.05.19 | GST | Room# 1202 : CHECK# 1132 1.80 | |
| 31.05.19 | PST | Room# 1202 : CHECK# 1132 3.58 | |
| 31.05.19 | Room | 245.00 | |
| 31.05.19 | Occupancy tax | 8.23 | |
| 31.05.19 | GST | 12.66 | |
| 31.05.19 | PST | 25.26 | |
| 01.06.19 | Room | 245.00 | |
| 01.06.19 | Occupancy tax | 8.23 | |
| 01.06.19 | GST | 12.66 | |
| 01.06.19 | PST | 25.26 | |
| 02.06.19 | Room | 245.00 | |
| 02.06.19 | Occupancy tax | 8.23 | |
| 02.06.19 | GST | 12.66 | |
| 02.06.19 | PST | 25.26 | |
| 03.06.19 | Visa Card | | 1,210.88 |

Warden exp.
20.00

HST = 5%
PST = 9.975%

HST = 100% rebate
PST = 50% rebate ?



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| Date | Description | | | Charges | Credits | |
|---------------|---------------|--------|-------|----------------------|-----------------|-----------------|
| Tax Summary | | | | Total | 1,502.03 | 1,502.03 |
| | GST | PST | OCC | | | |
| RM Tax: | 63.30 | 126.30 | 41.15 | Total Balance | 0.00 | |
| | GST | PST | | | | |
| F&B Tax: | 1.80 | 3.58 | | | | |
| | GST | PST | | | | |
| Misc Tax: | 0.00 | 0.00 | | | | |
| Total: | 236.13 | | | | | |

Guest Signature

GST# 86054 9062 RT0097
 PST# 120 210 9108 TQ 0043