

**Claimant's Name:** Rachel Jones  
**Claimant's Title:** Chief Administrative Officer  
**Date of expense report:** October 1, 2018 - December 31, 2018

Date Expenses Incurred	Business Purpose of Expense: must include (if applicable): destination	Travel Expense Type	kms driven	Mileage calculated at 0.4366	Per Diems - all inclusive of all taxes and gratuities			Other Expenses
					Breakfast \$12.00	Lunch \$17.00	Dinner \$26.00	
22-Oct-18	AMANS Conference	Conference, travel and accomodations	644	\$ 281.17		\$ 17.77		\$ 530.83
13-Nov-18	NSFM Conference - Halifax	Conference, travel and accomodations	332	\$ 144.95	\$ 50.00		\$ 45.70	\$ 815.13
<b>Qtr 3 Totals</b>			<b>976</b>	<b>\$ 426.12</b>	<b>\$ 50.00</b>	<b>\$ 17.77</b>	<b>\$ 45.70</b>	<b>\$ 1,345.96</b>

*Please note: Purchase of Alcohol is not reimbursed.*