

Claimant's Name: Rachel Jones
Claimant's Title: Chief Administrative Officer
Date of expense report: October 1, 2019 - December 31, 2019

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	
Oct 7, 8, 15-19, 2019	Meeting & Conference attendance - Oct 7 - Amherst; Oct 8 - Truro; Oct 15 - 19 - Digby	Transportation and Conference	967	\$ 422.19		\$ 10.00		\$ 969.83
October 15 - 18, 2019	AMANS Fall Conference	Conference Fee						\$ 511.75
November 12 - 14, 2019	OEANS Conference	Transportation and Conference - Bayers Lake	380	\$ 165.91				\$ 277.76
November 13 & 14, 2019	OEANS Conference	Conference Fee						\$ 632.50
16-Dec-19	CJSMA Meeting with CAO's & GM	Travel - Amherst	75	\$ 32.75				
Qtr 3 Totals			1422	\$ 620.85	\$ -	\$ 10.00	\$ -	\$ 2,391.84

Please note: Purchase of Alcohol is not reimbursed.