

COUNCILLOR TERRY RHINDRESS - Travel Claim	
NSFM Spring Workshop – May 8-10, 2019 - Truro	
Travel Claim	\$163.29
Airfare	
Accommodations	\$264.50
Registration	\$350.00

**TOWN OF AMHERST
TRAVEL EXPENSE CLAIM**

** Fill in Shaded Areas Only

Type of Claim, please circle:

Travel Expense or Travel Advance



CLAIMANT: Terry Rhindress
 DEPARTMENT: Executive Office
 DATES: May 8-10, 2019
 PURPOSE OF EXPENSE: NSFM Conference

EXPENSES PAID BY CLAIMANT:

	Receipt Required:	Dates				Mileage /Km \$0.4585	Total
		May 8/19	May 9/19	May 10/19			
Transportation							
Destination		Truro		Amherst			
Mileage (Kms)		105		105			
Total Mileage		\$ 48.14	\$ -	\$ 48.14	\$ -	\$ -	\$ 96.29
Parking	Yes		\$ -	\$ -	\$ -	\$ -	\$ -
Tolls	No			\$ -	\$ -	\$ -	\$ -
Meals - Cost incl. Taxes & Gratuity							
Breakfast	No	\$ 12.00	\$ -	\$ 12.00	\$ 12.00	\$ -	\$ -
Lunch	No	\$ 17.00	\$ -	\$ -	\$ 17.00	\$ -	\$ -
Dinner	No	\$ 26.00	\$ 26.00	\$ -	\$ -	\$ -	\$ -
Total Meals		\$ 26.00	\$ 12.00	\$ 29.00	\$ -	\$ -	\$ 67.00
Accommodations	Yes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other	Yes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Description							
TOTAL EXPENSES PAID BY CLAIMANT							\$ 163.29
Less Travel Advance							\$ -
TOTAL EXPENSES DUE TO CLAIMANT							\$ 163.29 (a)

19-16238

SAP CODING:
 G/L 6030
 Cost Center LEGCON
 Work Order 1-0017
 Vendor Number 101253

EVENT EXPENSES PAID BY TOWN (COPIES OF INVOICES MUST BE ATTACHED):

Description of Event Expenses	Payment Method (Town Credit Card, Town Cheque)	Reference # (Purchase Order #, EE Named on Town Credit Card)	Total Cost (incl HST)
Accommodations	Credit Card	Natalie Lesianc	264.50
Event Registration Fee		PO-45-65262	350.00
Airfare			
Other			
TOTAL EXPENSES PAID BY TOWN			\$ - (b)

TOTAL COST OF EVENT: \$ 777.79 (a + b)

Signature of Claimant: Terry Rhindress

Employee Acknowledge Document on File for Current Fiscal Year (circle one):
 Yes or No
 Conforms to Expense Reimbursement Policy # 3000-07: [Signature]

Approved By: [Signature] Date: _____

Amherst

Nova Scotia

Get on Trans-Canada Hwy/NS-104 E in Nappan from Industrial Park Dr and Nova Scotia Trunk 2 S

4 min (2.7 km)

- ↑ 1. Head south on Anson Ave toward Chandler Rd
600 m
- ↑ 2. Continue onto Industrial Park Dr
950 m
- ↪ 3. Turn right onto Nova Scotia Trunk 2 S
850 m
- ⤴ 4. Turn left to merge onto Trans-Canada Hwy/NS-104 E
300 m

Follow Trans-Canada Hwy/NS-104 E to Nova Scotia Trunk 2 S in Lower Truro. Take exit 14 from NS-102 S

57 min (100.0 km)

- ⤴ 5. Merge onto Trans-Canada Hwy/NS-104 E
⚠ Partial toll road
96.8 km
- ↪ 6. Take exit 15 for NS-102 toward Halifax/Truro
850 m
- ↑ 7. Continue onto NS-102 S
2.0 km
- ↪ 8. Take exit 14 for Nova Scotia Trunk 2/Nova Scotia 236 toward Truro/Bible Hill/Maitland
350 m

Drive to Prince St/Nova Scotia Trunk 2 S in Truro

5 min (2.8 km)

- ↪ 9. Turn right onto Nova Scotia Trunk 2 S (signs for NS-2/Truro/Bible Hill)
240 m
- 📍 10. At the roundabout, take the 1st exit and stay on Nova Scotia Trunk 2 S heading to Truro/Bible Hill
1.5 km

- 11. Turn right onto Juniper St/Nova Scotia Trunk 2 S
350 m
- ⬅ 12. Turn left onto Prince St/Nova Scotia Trunk 2 S
ⓘ Destination will be on the left
650 m

Holiday Inn Truro

437 Prince St, Truro, NS B2N 1E5

These directions are for planning purposes only. You may find that construction projects, traffic, weather, or other events may cause conditions to differ from the map results, and you should plan your route accordingly. You must obey all signs or notices regarding your route.



Holiday Inn

05-10-19

Terry Rhindress 35 Copp Avenue Amherst NS B4H 2T6 Canada	Folio No. : A/R Number : Group Code : USW Company : Town of Amherst Membership No. : Invoice No. :	Room No. : 122 Arrival : 05-08-19 Departure : 05-10-19 Conf. No. : 41587718 Rate Code : Page No. : 1 of 1
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Date	Description	Charges	Credits
05-08-19	*Accommodation	115.00	
05-08-19	HST Tax	17.25	
05-09-19	*Accommodation	115.00	
05-09-19	HST Tax	17.25	
Total		264.50	0.00
Balance		264.50	

Guest Signature: _____

I have received the goods and / or services in the amount shown heron. I agree that my liability for this bill is not waived and agree to be held personally liable in the event that the indicated person, company, or associate fails to pay for any part or the full amount of these charges. If a credit card charge, I further agree to perform the obligations set forth in the cardholder's agreement with the issuer.

Holiday Inn Conference Centre Truro
437 Prince Street
Truro, NS B2N 1E6
Telephone: (902) 895-1651 Fax: (902) 893-9455
HST # 863776738RT0005

Nova Scotia Federation of Municipalities

Suite 1304, 1309 Barrington St
Halifax, Nova Scotia B3J 3K8

INVOICE

Invoice No.: 6257
Date: 05/18/2019
Page: 1

Sold to:

Town of Amherst
P.O. Box 516
Amherst, Nova Scotia
B4H 4A1

Ship to:

Town of Amherst
P.O. Box 516
Amherst, Nova Scotia
B4H 4A1

Business No.: 108150616

Item No.	Unit	Quantity	Description	Tax	Unit Price	Amount
			Registration - NSFM Spring Conference 2019			
3			Herratt Kogon Rhindress	H	300.00	900.00
3			Carbon Offset Fee	E	5.00	15.00
			E - HST exempt H - HST 15% HST			135.00
<p>CHEQUE PAYABLE TO UNION OF NOVA SCOTIA MUNICIPALITIES (While we wait for our new name to be legislated)</p>						
<p>A/P COSTING VENDOR # <u>100859</u> AM# _____ Cheque # _____ CC. _____ PO# <u>4500065262</u> GL <u>6032</u> Cheque Date _____ W/O # _____</p>						
Total Amount						1,050.00
<p>Comment: PAYABLE TO UNSM</p>						

RECEIVED

MAY 27 2019

Corporate Services
Amherst, N.S.

Nova Scotia Federation of Municipalities HST #108150616