

<b>GREG HERRETT, CAO – TRAVEL CLAIM SUMMARY</b>	
UNSM Fall Conference, November 7 – 9, 2017	
Travel Claim	262.41
Airfare	N/A
Accommodations	486.18
Registration (paid to UNSM)	529.00

## TOWN OF AMHERST TRAVEL EXPENSE CLAIM



**\*\* Fill in Shaded Areas Only**

**Type of Claim, please select:** Travel Expense or Travel Advance

**CLAIMANT:** Greg Herrett

**DEPARTMENT:** EXECUTIVE

**DATES:** November 7, 8 and 9, 2017

**PURPOSE OF EXPENSE:** UNSM FALL CONFERENCE, WESTIN NOVA SCOTIAN

	Date:	07-Nov-17	08-Nov-17	09-Nov-17			Mileage	Totals
Destination		Halifax		Springhill			/Km	
Mileage (Kms)		187		187			\$0.4289	\$ 160.41
<b>Total Mileage</b>		<b>\$ 80.20</b>	<b>\$ -</b>	<b>\$ 80.20</b>	<b>\$ -</b>	<b>\$ -</b>		<b>\$ 160.41</b>
<b>Meals - Cost Incl. Taxes &amp; Gratuity</b>								
<b>Breakfast</b>	<b>\$ 12.00</b>	\$ -	\$ 12.00	\$ 12.00	\$ -	\$ -		\$ 24.00
Guest Name								
<b>Lunch</b>	<b>\$ 17.00</b>	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -
Guest Name								
<b>Dinner</b>	<b>\$ 26.00</b>	\$ 26.00	\$ 26.00	\$ -	\$ -	\$ -		\$ 52.00
Guest Name								
<b>Total Meals</b>		<b>\$ 26.00</b>	<b>\$ 38.00</b>	<b>\$ 12.00</b>	<b>\$ -</b>	<b>\$ -</b>		<b>\$ 76.00</b>
<b>Parking</b>		\$ -	\$ -	\$ -	\$ -	\$ -		\$ -
<b>Accommodations</b>		\$ -	\$ -	\$ 486.18	\$ -	\$ -		\$ 486.18
<b>Total</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ 486.18</b>	<b>\$ -</b>	<b>\$ -</b>		<b>\$ 486.18</b>
<b>Miscellaneous</b>	Amount	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -
	Description							\$ -
<b>Other</b>								
<b>Tolls</b>		\$ 3.00	\$ -	\$ 3.00	\$ -	\$ -		\$ 6.00
<b>Incidentals</b>		\$ 10.00	\$ 10.00	\$ -	\$ -	\$ -		\$ 20.00
								<b>\$ 26.00</b>

G/L: 6030  
 Cost Center: EXEC  
 Work Order: 100001069  
 Vendor Number: 101056

A-15224

<b>TOTAL EXPENSES</b>	<b>\$ 748.59</b>
<b>Less Travel Advance</b>	<b>\$ -</b>
<b>TOTAL EXPENSES DUE TO CLAIMANT</b>	<b>\$ 748.59</b>

**Signature of Claimant:**

**Approved By:**

**Conforms to Travel Policy # 3000-01:**

**Date:** 20-Nov-17

## Distance between 93 Herrett Road, Springhill, Nova Scotia, Canada and The Westin Nova Scotian, Hollis Street, Halifax, Nova Scotia, Canada (Nova Scotia,Canada)

Like 0



Goto: << [Go Back \(Canada Distance Calculator.asp?state=07\)](#) Or Go to: [Canada Distance Calculator \(Canada Distance Calculator.asp\)](#)

### 93 Herrett Rd

93 Herrett Rd, Springhill, NS B0M 1X0, Canada

Start Point: 92 Herrett Rd, Springhill, NS B0M 1X0, Canada

### The Westin Nova Scotian



1181 Hollis St, Halifax, NS B3H 2P6, Canada

Phone: (902) 421-1000

End Point: 1181 Hollis St, Halifax, NS B3H, Canada

Driving Distance: 187 km , Duration: 1 hour 56 mins , Route:

Trans-Canada Hwy/NS-104 E and NS-102 S

Different Units: 186.73 km, 116.03 mi, 100.82 nmi

Straight line or air distance: 117.47 km, 72.99 miles, 63.38 nautical miles.

[Back to Distance Calculator \(Canada\\_Distance\\_Calculator.asp?state=07\)](#) OR [Jump to Directions Map](#)



### Routes & Steps

A 92 Herrett Rd, Springhill, NS B0M 1X0, Canada

Westin Nova Scotian  
 1181 Hollis Street  
 Halifax, NS B3H 2P6  
 Canada  
 Tel: 902 421-1000 Fax: 902 422-9465

# WESTIN®

HOTELS & RESORTS

Mr Greg Herrett  
 Union Of Nova Scotia Municipal  
 Po Box 516 Stn Main  
 Amherst, NS, B4H 4A1  
 Canada

Page Number : 1 Invoice Nbr : 429178  
 Guest Number : 971221  
 Folio ID : A  
 Arrive Date : 07-NOV-17 17:29  
 Depart Date : 09-NOV-17 09:11  
 No. Of Guest : 2  
 Room Number : 908  
 Club Account : SPG - A8105

Tax Invoice

Tax ID : 899994933RT0001  
 Westin Nova Scotian NOV-09-2017 09:20 KISTSAMS

Date	Reference	Description	Charges (CAD)	Credits (CAD)
07-NOV-17	RT908	Room Charge	202.33	
07-NOV-17	RT908	HRM Levy 2.0%	4.05	
07-NOV-17	RT908	HST Tax - Room 15%	30.96	
07-NOV-17	RT908	Guest Self Parking	5.00	
07-NOV-17	RT908	HST Tax 15% Parking	0.75	
08-NOV-17	RT908	Room Charge	202.33	
08-NOV-17	RT908	HRM Levy 2.0%	4.05	
08-NOV-17	RT908	HST Tax - Room 15%	30.96	
08-NOV-17	RT908	Guest Self Parking	5.00	
08-NOV-17	RT908	HST Tax 15% Parking	0.75	
09-NOV-17	VI	Visa-6031		-486.18
***For Authorization Purpose Only***				
xxxxxx6031				
Date	Code	Authorized		
07-NOV-17	08128I	819.44		
** Total			486.18	-486.18
*** Balance			0.00	

Continued on the next page

# Union of NS Municipalities

Suite 1304, 1809 Barrington St  
Halifax, Nova Scotia B3J 3K8

# INVOICE

Invoice No.: 5542

Date: 11/17/2017

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
			Conference Registration 2017			
1			Jason Blanch	H	455.00	455.00
1			Vince Bryne	H	455.00	455.00
1			Sheila Christie - Late reg	H	505.00	505.00
1			Darrell Jones	H	455.00	455.00
1			<del>Greg Herrett</del>	<del>H</del>	<del>455.00</del>	<del>455.00</del>
1			David Kogon	H	455.00	455.00
1			Wayne MacKenzie	H	455.00	455.00
1			Terry Rhindress	H	455.00	455.00
1			Banquet Ticket - Jones	H	65.00	65.00
8			Carbon Offset Fee		5.00	40.00
			H - HST 15%			
			HST			563.25
<p>455.00 5.00 ----- 460.00 69.00 HST ----- 529.00</p>						
<p><b>RECEIVED</b> NOV 24 2017 Corporate Services Amherst, N.S.</p>						
Union of NS Municipalities HST: #108150616						
<b>Comment:</b>					<b>Total Amount</b>	4,358.25