

GREG HERRETT, CAO – TRAVEL CLAIM SUMMARY	
NSFM Joint Roads Committee – September 16, 2019 – Bedford	
Travel Claim	158.97
Airfare	
Accommodations	
Registration	
Taxis	

**TOWN OF AMHERST
TRAVEL EXPENSE CLAIM**



** Fill in Shaded Areas Only

Type of Claim, please circle: Travel Expense or Travel Advance

CLAIMANT: Greg Herrett, CAO
 DEPARTMENT: Executive Office
 DATES: 16-Sep-19
 PURPOSE OF EXPENSE: NSFM / NSTIR Joint Roads Committee

EXPENSES PAID BY CLAIMANT:

	Receipt Required:	Dates					Mileage /Km \$0.4585	Total
		Sept 16/19	Sept 16/19					
Transportation								
Destination		Bedford	Springhill					
Mileage (Kms)		169	169					
Total Mileage		\$ 77.49	\$ 77.49	\$ -	\$ -	\$ -	\$ 154.97	
Parking	Yes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Tolls	No	\$ 2.00	\$ 2.00	\$ -	\$ -	\$ -	\$ 4.00	
Meals - Cost Incl. Taxes & Gratuity								
Breakfast	No \$ 12.00	\$ -	\$ -	\$ -	\$ -	\$ -		
Lunch	No \$ 17.00	\$ -	\$ -	\$ -	\$ -	\$ -		
Dinner	No \$ 26.00	\$ -	\$ -	\$ -	\$ -	\$ -		
Total Meals		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Accommodations	Yes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Other	Yes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Description								
TOTAL EXPENSES PAID BY CLAIMANT							\$ 158.97	
Less Travel Advance							\$ -	
TOTAL EXPENSES DUE TO CLAIMANT							\$ 158.97 (a)	

SAP CODING:
 G/L 6030
 Cost Center EXEC
 Work Order 1-034
 Vendor Number 101056

19-16508

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			
Event Registration Fee			
Airfare			
Other			
TOTAL EXPENSES PAID BY TOWN			\$ - (b)

TOTAL COST OF EVENT: \$ 158.97 (a + b)

Signature of Claimant: *Greg Herrett*

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: Sept 16/19



Springhill, Nova Scotia to 107 Oakmount Dr, Drive 169 km, 1 h 37 min
Bedford, NS B4A 2W2

Springhill

Nova Scotia

Get on Trans-Canada Hwy/NS-104 E in Cumberland, Subd. C
from NS-142 N

7 min (7.7 km)

- ↑ 1. Head northeast on Nova Scotia Trunk 2 N toward Elgin St
- ↶ 2. Turn left to stay on Nova Scotia Trunk 2 N (signs for NS-2 W/NS-321/NS-142/Springhill Junction/Amherst)
- ↷ 3. Turn right onto NS-142 N (signs for NS-104/Trans Canada Highway/Amherst/Truro)
- ⤴ 4. Turn right onto the Nova Scotia 104 E ramp to Halifax/Truro

Follow Trans-Canada Hwy/NS-104 E and NS-102 S to Nova Scotia Trunk 1 E in Bedford

1 h 29 min (160 km)

- ⤴ 5. Merge onto Trans-Canada Hwy/NS-104 E
⚠ Partial toll road
- ↷ 6. Take exit 15 for NS-102 toward Halifax/Truro
- ↑ 7. Continue onto NS-102 S
- ↷ 8. Keep right at the fork to stay on NS-102 S
- ↷ 9. Take exit 4A for Nova Scotia 1 Trunk toward Nova Scotia 2 Trunk/Nova Scotia 7 Trunk/Bedford /Dartmouth
- ⤴ 10. Merge onto Nova Scotia Trunk 1 E

Continue on Nova Scotia Trunk 1 E. Drive to Oakmount Dr

2 min (1.1 km)

- 11. Keep left to stay on Nova Scotia Trunk 1 E

650 m

- 12. Turn left onto Oakmount Dr

 Destination will be on the right

450 m

107 Oakmount Dr

Bedford, NS B4A 2W2

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.