

<b>GREG HERRETT, CAO – TRAVEL CLAIM SUMMARY</b>	
CPANS Professional Development – October 24, 2019 – Halifax	
Travel Claim	212.98
Airfare	
Accommodations	
Registration	

**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: 24-Oct-19  
 PURPOSE OF EXPENSE: CPANS Professional Development - Social Media and HR

**EXPENSES PAID BY CLAIMANT:**

	Receipt Required:	Dates						Total
		Oct 24/19	Oct 24/19					
<b>Transportation</b>								
Destination		Halifax	Springhill					Mileage /Km \$0.4585
Mileage (Kms)		181	181					
Total Mileage		\$ 82.99	\$ 82.99	\$ -	\$ -	\$ -		\$ 165.98
Parking	Yes	\$ 14.00	\$ -	\$ -	\$ -	\$ -		\$ 14.00
Tolls	No	\$ 2.00	\$ 2.00	\$ -	\$ -	\$ -		\$ 4.00
<b>Meals - Cost incl. Taxes &amp; Gratuity</b>								
Breakfast	No	\$ 12.00	\$ 12.00	\$ -	\$ -	\$ -		
Lunch	No	\$ 17.00	\$ 17.00	\$ -	\$ -	\$ -		
Dinner	No	\$ 26.00	\$ -	\$ -	\$ -	\$ -		
Total Meals		\$ 29.00	\$ -	\$ -	\$ -	\$ -		\$ 29.00
Accommodations	Yes	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -
Other	Yes	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -
Description								
<b>TOTAL EXPENSES PAID BY CLAIMANT</b>								\$ 212.98
Less Travel Advance								\$ -
<b>TOTAL EXPENSES DUE TO CLAIMANT</b>								\$ 212.98 (a)

SAP CODING:  
 G/L 6030  
 Cost Center EXEC  
 Work Order 1-0034  
 Vendor Number 101056

19-16580

**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			
<b>TOTAL EXPENSES PAID BY TOWN</b>			\$ - (b)

**TOTAL COST OF EVENT:** \$ 212.98 (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:

Approved By: *[Signature]*

Date: Oct 24/19



93 Herrett Rd to 1871 Hollis St, Halifax, NS B3J 1S8

Drive 181 km, 1 h 52 min

### 93 Herrett Rd

Springhill, NS B0M 1X0

Get on Trans-Canada Hwy/NS-104 E in Cumberland, Subd. C from Nova Scotia Trunk 2 N and NS-142 N

- 9.2 km (9.2 km)
  - ↑ 1. Head north on Herrett Rd toward Starr St
  - 400 m
  - ↘ 2. Turn right onto McGee Street Extension
  - 130 m
  - ↘ 3. Turn right onto Nova Scotia Trunk 2 N
  - 350 m
  - ↙ 4. Turn left to stay on Nova Scotia Trunk 2 N
  - 1.0 km
  - ↙ 5. Turn left to stay on Nova Scotia Trunk 2 N (signs for NS-2 W/NS-321/NS-142/Springhill Junction/Amherst)
  - 950 m
  - ↘ 6. Turn right onto NS-142 N (signs for NS-104/Trans Canada Highway/Amherst/Truro)
  - 6.0 km
  - ↘ 7. Turn right onto the Nova Scotia 104 E ramp to Halifax/Truro
  - 350 m











Follow Trans-Canada Hwy/NS-104 E and NS-102 S to Woodland Ave/NS-118 in Dartmouth

- 1 h 32 min (166 km)
  - ↘ 8. Merge onto Trans-Canada Hwy/NS-104 E
    - ⚠ Exit 15
    - 76.0 km
    - ↘ 9. Take exit 15 for NS-102 toward Halifax/Truro
    - 850 m
    - ↑ 10. Continue onto NS-102 S
    - 74.1 km
    - ↙ 11. Keep left at the fork to continue on NS-118, follow signs for Nova Scotia 107/Nova Scotia 111/Dartmouth/Halifax via Bridges/Nova Scotia 118
    - 14.5 km

### Continue on Woodland Ave/NS-118. Take Angus L. Macdonald Bridge and Barrington St to Hollis St in Halifax

11 min (5.6 km)



-  12. Keep left to continue on Woodland Ave/NS-118 2.1 km
-  13. Turn left onto Victoria Rd/NS-322 S 290 m
-  14. Turn right onto Boland Rd 500 m
-  15. Turn left onto Wyse Rd 350 m
-  16. Use the right 2 lanes to turn right onto Angus L. Macdonald Bridge 1.6 km
-  17. Turn right onto the Barrington Street ramp 21 m
-  18. Sharp right onto North St 110 m
-  19. Slight left to stay on North St 45 m
-  20. Turn right onto Barrington St 1.5 km
-  21. Continue onto Hollis St 59 m

 Destination will be on the left

### 1871 Hollis St

Halifax, NS B3J 1S8

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.

Cranbie I EIT

PLEASE KEEP THIS TICKET  
WITH YOU

Entered/Arrived:  
2019/10/24 08:03

Ticket/Billet#:\*\*\*\*1229  
Dur/Duree:3:16:46  
Paid On/Paye Le:  
2019/10/24 11:20

Paid/Paye:\$ 14.00  
Original Fee:\$ 14.00  
HST Included :\$ 1.00  
Change:\$ 0.00  
VISA  
SC:\$ 0.00

HST # 80761 2072 R10001

\*\*\*\*\*1229 S  
VISA  
Seq 265001001009 CI SCOT5  
Purchase 19/10/24 11:20:02  
Auth 000021  
APPROVED 001/00

