

GREG HERRETT, CAO – TRAVEL CLAIM SUMMARY	
CPANS Professional Development – Halifax – November 18, 2019	
Travel Claim	\$216.89
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
 DEPARTMENT: CAO's Office
 DATES: 18-Nov-19
 PURPOSE OF EXPENSE: CPANS Professional Development

EXPENSES PAID BY CLAIMANT:

	Receipt Required:	Dates				Mileage /Km	Total
		Nov 18/19	Nov 18/19				
Transportation							
Destination		Halifax	Springhill				
Mileage (Kms)		182	182			\$0.4585	
Total Mileage		\$ 83.45	\$ 83.45	\$ -	\$ -	\$ -	\$ 166.89
Parking	Yes	\$ 15.00		\$ -	\$ -	\$ -	\$ 15.00
Tolls	No	\$ 2.00	\$ 2.00	\$ -	\$ -	\$ -	\$ 4.00
Meals - Cost Incl. Taxes & Gratuity							
Breakfast	No	\$ 12.00	\$ 12.00			\$ -	
Lunch	No	\$ 17.00	\$ -			\$ -	
Dinner	No	\$ 26.00		\$ -	\$ -	\$ -	
Total Meals		\$ 29.00	\$ -	\$ -	\$ -	\$ -	\$ 29.00
Accommodations	Yes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other	Yes	\$ 1.00	\$ 1.00	\$ -	\$ -	\$ -	\$ 2.00
		Description	Bridge	Bridge			

TOTAL EXPENSES PAID BY CLAIMANT

\$ 214.89

Less Travel Advance

TOTAL EXPENSES DUE TO CLAIMANT

\$ 214.89 (a)

SAP CODING:

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

19-16624

26.89
 216.89

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)
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Accommodations
 Event Registration Fee
 Airfare

TOTAL EXPENSES PAID BY TOWN

\$ - (b)

TOTAL COST OF EVENT:

\$ 214.89 (a + b)

Signature of Claimant:

[Handwritten Signature]

Employee Acknowledge Document on File for
 Current Fiscal Year (circle one):

Yes or No

Conforms to Expense
 Reimbursement Policy
 # 3000-07:

Approved By:

[Handwritten Signature]

Date: Nov 20/19



93 Herrett Rd, Springhill, NS B0M 1X0 to
1650 Argyle St, Halifax, NS

Drive 182 km, 1 h 55 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 min (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
⚠ Toll road
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
- 14.6 km

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

13 min (7.1 km)

-  12. Keep left to continue on Woodland Ave/NS-118
- 2.1 km
-  13. Turn left onto Victoria Rd/NS-322 S
- 280 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
-  Toll road
-  17. Turn right onto the Barrington Street ramp
- 21 m
-  Toll road
-  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
- 300 m
-  22. Turn right onto Prince St
- 170 m
-  23. Turn left at the 3rd cross street onto Argyle St
- 87 m
-  Destination will be on the right

1650 Argyle St

Halifax, NS

These directions are for planning purposes only.

INSERT
THIS END UP

MetroPark
1552 Hollis Street

HALIFAX, NS A3
RECEIPT
IN: 18.11.19 08:26
OUT: 18.11.19 11:56
AMOUNT: \$ 15.00
CC-DATA:

VISA
XXXXXXXXXXXX1229
XXXXXX

