

JASON MACDONALD, CAO - Travel Claim	
Cumberland Colchester Immigration & Population Growth meeting – Masstown - July 19, 2023	
Travel Claim	\$120.98
Accommodations	
Registration	

TOWN OF AMHERST TRAVEL EXPENSE CLAIM



** Fill in Shaded Areas Only

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

CLAIMANT: Jason MacDonald, CAO

DEPARTMENT: Executive Office

DATES: 19-Jul-23

PURPOSE OF EXPENSE: Cumberland Colchester Immigration & Population Growth meeting

EXPENSES PAID BY CLAIMANT:

	Receipt Required:	Dates					Total
		July 19/23	July 19/23				
Transportation							
Destination		Masstown	Amherst				Mileage /Km
Mileage (Kms)		87.5	87.5				\$0.5770
Total Mileage		\$ 50.49	\$ 50.49	\$ -	\$ -	\$ -	\$ 100.98
Parking	Yes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Tolls	No	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Meals - Cost Incl. Taxes & Gratuity							
Breakfast	No	\$ 15.00	\$ -				
Lunch	No	\$ 20.00	\$ 20.00				
Dinner	No	\$ 30.00					
Total Meals		\$ 20.00	\$ -	\$ -	\$ -	\$ -	\$ 20.00
Accommodations	Yes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other	Yes		\$ -	\$ -	\$ -		\$ -
Description							
TOTAL EXPENSES PAID BY CLAIMANT							\$ 120.98
Less Travel Advance							\$ -
TOTAL EXPENSES DUE TO CLAIMANT							\$ 120.98 (a)

SAP CODING:

G/L 8030
 Cost Center EXEC
 Work Order 1-2944
 Vendor Number 101161

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: \$ 120.98 (a + b)

Signature of Claimant:

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

Yes

or

No

Conforms to Expense Reimbursement Policy # 3000-07:

Approved By Signing Authority:
(per Expense Reimbursement Policy)

Date: Aug 23/23

Your location

 This route has tolls.

Get on Trans-Canada Hwy/NS-104 E in Nappan from Glooscap Trail/NS-2 S

6 min (3.4 km)

- ↑ 1. Head southwest on Dickey St toward Church St/NS-204 E 58 m
- ↶ 2. Turn left onto Church St/NS-204 E 200 m
- ↷ 3. Turn right onto Wellington St 300 m
- ↑ 4. Continue onto Poplar St 500 m
- ↶ 5. Turn left onto S Albion St/Glooscap Trail/NS-2 S 2.0 km
● Continue to follow Glooscap Trail/NS-2 S
- ↶ 6. Turn left onto the TC/NS-104 E ramp to Springhill/Truro/Halifax 300 m

Follow Trans-Canada Hwy/NS-104 E to NS-2 S/NS-4 E in Masstown. Take exit 12 from Trans-Canada Hwy/NS-104 E

48 min (83.6 km)

- ↶ 7. Merge onto Trans-Canada Hwy/NS-104 E 83.0 km
▲ Toll road
- ↷ 8. Take exit 12 toward NS-2 S/NS-4 E 400 m
- ↶ 9. Turn right onto the Nova Scotia Trunk 4 W/Nova Scotia Trunk 2 N ramp 170 m

Continue on NS-2 S/NS-4 E to your destination

2 min (600 m)

- ⤷ 10. At the roundabout, take the 2nd exit onto NS-2 S/NS-4 E 350 m
- ↶ 11. Turn left 210 m