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| JASON MACDONALD, CAO - Travel Claim | |
| | |
| Partners for Progress Conference - Fox Harb'r, NS – April 29, 2025 | |
| Travel Claim | \$132.81 |
| Accommodations | |
| Registration | |

**TOWN OF AMHERST
TRAVEL EXPENSE CLAIM**

2025/26

** Fill in Shaded Areas Only

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

CLAIMANT: Jason MacDonald, CAO

DEPARTMENT: Executive Office

DATES: May 1-2, 2025

PURPOSE OF EXPENSE: Partners in Progress



EXPENSES PAID BY CLAIMANT:

| Receipt Required: | Dates | | | | | Total |
|--|------------|-----------|---------|------|------|---------------|
| | Apr 29/25 | Apr 29/25 | | | | |
| Transportation | | | | | | |
| Destination | Fox Harb'r | | Amherst | | | |
| Mileage (Kms) | 89.8 | | 89.8 | | | \$0.5932 |
| Total Mileage | \$ 41.41 | \$ 41.41 | \$ - | \$ - | \$ - | \$ 82.81 |
| Parking | Yes | \$ - | \$ - | \$ - | \$ - | \$ - |
| Tolls | No | \$ - | \$ - | \$ - | \$ - | \$ - |
| Meals - Cost incl. Taxes & Gratuity | | | | | | |
| Breakfast | No | \$ 15.00 | \$ - | \$ - | \$ - | \$ - |
| Lunch | No | \$ 20.00 | \$ - | \$ - | \$ - | \$ - |
| Dinner | No | \$ 30.00 | \$ - | \$ - | \$ - | \$ - |
| Total Meals | | \$ 50.00 | \$ - | \$ - | \$ - | \$ 50.00 |
| Accommodations | Yes | \$ - | \$ - | \$ - | \$ - | \$ - |
| Other | Yes | \$ - | \$ - | \$ - | \$ - | \$ - |
| Description | | | | | | |
| TOTAL EXPENSES PAID BY CLAIMANT | | | | | | \$ 132.81 |
| Less Travel Advance | | | | | | \$ - |
| TOTAL EXPENSES DUE TO CLAIMANT | | | | | | \$ 132.81 (a) |

SAP CODING:
 G/L: 6030
 Cost Center: EXEC
 Work Order: 1-2944
 Vendor Number: 101161

19-18866

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: \$ 132.81 (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:

Date: May 6, 2025



Amherst, Nova Scotia to Fox Harb'r Resort,
1337 Fox Harbour Rd, Fox Harbour, NS B0K 1Y0

Drive 69.8 km, 55 min

Amherst
Nova Scotia

- ↑ 1. Head west on Havelock St toward Victoria St
E/NS-6 E
1 sec (4 m)

Follow NS-6 E to Church St in Pugwash

36 min (48.5 km)

- ↪ 2. Turn right onto Victoria St E/NS-6 E
i Continue to follow NS-6 E
48.2 km
- ↪ 3. Turn right onto Durham St/NS-6 E (signs for
Tatamagouche/New Glasgow/Cape Breton)
300 m

Take Gulf Shore Rd to Amazing Grace Blvd in Fox Harbour

19 min (21.3 km)

- ↶ 4. Turn left onto Church St (signs for Sunrise
Trail/Pugwash Point/Gulf Shr)
1.3 km
- ↪ 5. Church St turns right and becomes Gulf Shore
Rd
13.6 km
- ↑ 6. Continue onto Ferry Rd
2.0 km
- ↶ 7. Turn left onto Fox Harbour Rd
2.8 km
- ↶ 8. Turn left onto Amazing Grace Blvd
i Destination will be on the right
1.6 km

Fox Harb'r Resort

1337 Fox Harbour Rd, Fox Harbour, NS B0K 1Y0