

**TOWN OF FORT FRANCES - SCHEDULE "B"
TRAVEL EXPENSE STATEMENT**

1. Attendee	DOUG BROWN							
2. Conference/Seminar Attended	NWO CAO GROUP MEETING WITH OMAA/Fednor							
Location (Facility and City)	ROUNDTABLE THUNDER BAY, VICTORIA Inn							
Dates	SEPT 17/18/19							
3.	Sun.	Mon.	Tues.	Wed.	Thurs.	Fri.	Sat.	Total
Accommodation			142.20	KATY	VISA			142.20
Transportation								
Breakfast			13.00	0				13.00
Lunch			0	0				0
Dinner		35.00	35.00	0				70.00
Per Diem		5.00	10.00	5.00				20.00
Other			88.43	(MY VISA)				88.43
4. Prepaid Expenses	Registration		Air Travel		Other		Total	
	n.a.		n.a.		n.a.		-	
5. Town Used Vehicle	<input checked="" type="radio"/> Yes	<input type="radio"/> No	Reason					Total
Mileage Claimed	KM x \$0.47 =							n.a.
6. Approved								
	Total Expenses							333.63
	Advance Received							/
	Balance Claimed							191.43
	Balance Refunded							191.43

The agenda must be attached to process payment

In claiming the above amounts, I certify that the expenses have been incurred on behalf of the Town, that the means of transportation were the most economical, with due regard to convenience, and that the expenditures were made in the exercise of my duties. NB - a valid and detailed receipt must accompany hotel Visa slips.

Sept 20/18
Date

Doug B
Employee Signature

Date

Supervisor Signature

Date

Division Manager Signature

Date	Treasurer	10-020-0262-1500-71531	A/P	Cashier
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SHELL CANADA PRODUCTS
1110 WEST ARTHUR STREET
THUNDER BAY, ON P7E 6P9
(807) 473-4325

Tax Description	Qty	Amount
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H Bronze	No1	
61.027 L @ \$1.449/ L		\$88.43

Sub Total	\$88.43
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13.0% HST tax on	\$0.00	\$0.00
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5.0% HST-F tax on	\$0.00	\$0.00
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TOTAL	\$88.43
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VISA:	\$88.43
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Change	\$0.00
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Fuel Includes	HST	13.0%	\$10.17
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Fuel Includes	HST-F	5.0%	\$0.00
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HST - Fuel - ON	No.	137400032RT
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01 APPROVED - THANK YOU 001

VISA XXXXXXXXXXXX3059

TERMINAL No. 89203442

PURCHASE C

INV No. 2034422441

APPROVAL No. 07439I

VISA CREDIT

AID A0000000031010

TVR 8080008000

TSI 6800

VERIFIED BY PIN

IMPORTANT

retain this copy for your records

10-020-0262-1500-71531

AIR MILES

Card Num : XXXXXX1639

Terminal : 20344

Approval : 200901368020018091810052960

Doug B
Sept 20/18