

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

1. Attendee	Doug Brown							
2. Conference/Seminar Attended	2016 AMO AGM & Annual Conference							
Location (Facility and City)	Windsor Ontario							
Dates	Saturday Aug 13 to Wednesday Aug 17/16							
	14	15	16	17		13		
3.	Sun.	Mon.	Tues.	Wed.	Thurs.	Fri.	Sat.	
Accommodation	203.40	203.40	203.40				122.56	
Transportation		10.00	Taxi	74.02	← travel costs			610.20
Breakfast	15.00	15.00	15.00	15.00			USA	
Lunch	20.00	20.00	0	20.00			80	
Dinner	40.00	40.00	40.00	40.00			40	
Per Diem	10	10	10	5			5	
Other								
4. Prepaid Expenses	Registration		Air Travel		Other		Total	
	\$791		0				791	
5. Town Used Vehicle	Yes	No	Reason				Total	
Mileage Claimed	KM x \$0.47 =						n.a.	
6. Approved	Total Expenses						1987.78	
	Advance Received						0	
	Balance Claimed						464.02	
	Balance Refunded						464.02	

USA \$
+ 122.56

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.

Date Aug 19/16

Doug Brown
Employee Signature

Date _____

Supervisor Signature

Date _____

Division Manager Signature

Date	Treasurer	A / P	Cashier

VETERAN CAB COMPANY
350 TUSCARORA ST
WINDSOR ON N9A 3L7
519-256-2621

DATE: 2016/08/15
PICK-UP TIME: 09:00
DROP-OFF TIME: 09:04
LOCATION: 021000-4537109992
CAR NUMBER: 0126
AUTH: PAY OK

FARE (\$): 10.00
EXTRA (\$): 0.00
SUBTTL (\$): 10.00

TIP (\$): _____

TOTAL (\$): _____

THANK YOU FOR USING VETERAN CAB
HAVE A NICE DAY

CUSTOMER'S COPY

FUEL & TOLL TO WINDSOR & RETURN

08/13/16 HARRIS MI 33.88

08/14/16 GRAYLING MI 19.65

08/17/16 WAKEFIELD MI 37.73

08/18/16 INTERNATIONAL FALLS MI 34.49

TOTAL FUEL 147.39 U.S

$147.39 \times 1.3258 = 195.40 \text{ CDN}$

BRIDGE TOLL

MACKINAC 4.00

DETROIT/WINDSOR 5.00

AMBASSADOR 5.00

MACKINAC 4.00

INTERNATIONAL FALLS 2.80

18.00 U.S

$18.00 \times 1.3258 = 23.86 \text{ CDN}$

IF FALLS 2.80 CDN

26.66

COST PER PERSON : $222.06 \div 3 = 74.02$