

<b>JASON MACDONALD, CAO – TRAVEL CLAIM SUMMARY</b>	
Police Chiefs / CAOs meeting – Truro – October 10, 2022	
Travel Claim	\$109.42
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  
 DEPARTMENT: Executive Office  
 DATES: 10-Oct-22  
 PURPOSE OF EXPENSE: Police Chiefs / CAOs meeting

**EXPENSES PAID BY CLAIMANT:**

	Receipt Required:	Dates					Mileage /Km \$0.5113	Total
		Oct 10/22	Oct 10/22					
<b>Transportation</b>								
Destination		Truro	Amherst					
Mileage (Kms)		107	107					
Total Mileage		\$ 54.71	\$ 54.71	\$ -	\$ -	\$ -	\$ 109.42	
Parking	Yes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Tolls	No		\$ -	\$ -	\$ -	\$ -	\$ -	
<b>Meals</b> Cost Incl. Taxes & Gratuity								
Breakfast	No	\$ 12.00		\$ -	\$ -	\$ -		
Lunch	No	\$ 17.00	\$ -	\$ -	\$ -	\$ -		
Dinner	No	\$ 26.00		\$ -	\$ -	\$ -		
Total Meals		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Accommodations	Yes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Other	Yes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Description								
<b>TOTAL EXPENSES PAID BY CLAIMANT</b>							\$ 109.42	
Less Travel Advance							\$ -	
<b>TOTAL EXPENSES DUE TO CLAIMANT</b>							\$ 109.42 (a)	

**SAP CODING:**

GL 6030  
 Cost Center EXEC  
 Work Order 1000002944  
 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			
<b>TOTAL EXPENSES PAID BY TOWN</b>			\$ - (b)

**TOTAL COST OF EVENT:**

\$ 109.42 (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:

Date:

*MM*  
 Oct 18 / 22



Amherst, Nova Scotia to Inn on Prince Hotel & Conference Centre Truro, 437 Prince St, Truro, NS B2N 1E6 Drive 107 km, 1 hr 8 min

Amherst  
Nova Scotia

This route has tolls.

Get on Trans-Canada Hwy/NS-104 E in Nappan from Nova Scotia Trunk 2 S

7 min (3.8 km)

- ↑ 1. Head west on Havelock St toward Victoria St E/NS-6 E 4 m
- ↶ 2. Turn left onto Glooscap Trail/Victoria St E/Nova Scotia Trunk 2 S/NS-6 W 130 m
- ↶ 3. Turn left onto Nova Scotia Trunk 2 S 350 m
- ↷ 4. Turn right onto Glooscap Trail/Nova Scotia Trunk 2 S 3.0 km
- ⤴ 5. Turn left onto the TC/NS-104 E ramp to Springhill/Truro/Halifax 300 m

Follow Trans-Canada Hwy/NS-104 E to Nova Scotia Trunk 2 S in Lower Truro. Take exit 14 from NS-102 S

57 min (100 km)

- ⤴ 6. Merge onto Trans-Canada Hwy/NS-104 E Toll road 96.8 km
- ↷ 7. Take exit 15 for NS-102 toward Halifax/Truro 850 m
- ↗ 8. Continue onto NS-102 S 2.0 km
- ↷ 9. Take exit 14 to merge onto Nova Scotia Trunk 2 S toward Truro/Bible Hill 450 m

Drive to Prince St/Nova Scotia Trunk 2 S in Truro

4 min (2.7 km)

- ⤴ 10. Merge onto Nova Scotia Trunk 2 S 140 m
- ↻ 11. At the roundabout, take the 1st exit and stay on Nova Scotia Trunk 2 S 1.5 km

- 12. Turn right onto Juniper St/Nova Scotia Trunk 2 S  
(signs for Nova Scotia 2 Trunk S/Juniper Street)

350 m

- ↶ 13. Turn left onto Prince St/Nova Scotia Trunk 2 S

 Destination will be on the left

650 m

Inn on Prince Hotel & Conference Centre Truro  
437 Prince St, Truro, NS B2N 1E6