

**Member of Council Expense Categories**

<b>Category</b>	<b>Example of Charges</b>	<b>Policy Reference</b>
Communications, Advertising & Promotion	Newsletters, printing and postage, website design, advertising	Section 1
Books & Periodicals	Books, newspaper and magazine subscriptions	Section 2
Business Meeting / Hospitality	Meal expenses for meetings with residents or stakeholders	Section 3
Community Expenses	Event tickets, sponsorships, permits, supplies	Sections 4 & 5
Computer Equipment, Furniture, Stationery & Office Supplies, Wireless Products	Business cards, home office supplies	Sections 6, 8, 10, 17
Memberships	Professional association fees	Section 7
Photographic Supplies	Photography services, frames	Section 9
Transportation	Tolls, parking, taxis, public transit	Sections 11 - 14
Travel & Conferences	Registration, airfare, hotel, meals, training courses	Section 15
Websites & Social Media	Cloud storage, software subscriptions, database services	Section 16