



PROFESSIONAL DEVELOPMENT, TRAVEL, AND HOSPITALITY EXPENSE CLAIM FORM

City of Peterborough

JOB TITLE:

Emergency Management Coordinator and Fire Chief

This is an interim claim:

first:

second:

This is a final claim:

PURPOSE, LOCATION, AND DATE(S):

Emergency Management Training Symposium, Toronto, November 17-18, 2010

Other Comments:

Registration for Emergency Management Coordinator and Fire Chief

EXPENSES					Foreign Exchange \$	CDN TOTALS
DATES (mmm dd/yy)	Nov 17/10	Nov 18/10				
Transportation:						
Personal Auto	149.00 km	149.00 km	0.00 km	0.00 km	0.00 km	
52.0 cents/km	\$ 77.48	\$ 77.48	\$ 0.00	\$ 0.00	\$ 0.00	\$ 154.96
Rental Vehicle	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00
- Parking	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00
- Bus	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00
- Air	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00
- Other	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00
Registration:	\$990.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 990.00
Accommodation:	\$372.90	\$0.00	\$0.00	\$0.00	\$0.00	\$ 372.90
Meals: - Breakfast	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00
- Lunch	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00
- Dinner	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00
Other - Specify:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00
TOTALS	\$1,291.38	(\$ 71.52)	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,517.86
Less Interim Claim						
Less Purchasing Card						
BALANCE PAYABLE (to Claimant)						\$ 154.96
Recoverable: yes <input type="checkbox"/> no <input checked="" type="checkbox"/> If yes, recoverable from						

I hereby certify that all the above expenditures were disbursed on behalf of the Corporation of the City of Peterborough for purposes stated above.

Date: Dec 13/10 Signature: _____

I have examined the above expense claim and the attached

Date: Dec 15/10 Signature: _____