



City of Peterborough

PROFESSIONAL DEVELOPMENT, TRAVEL, AND HOSPITALITY EXPENSE CLAIM FORM

JOB TITLE: HERITAGE RESOURCES COORDINATOR

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This is an interim claim: first: second:

This is a final claim:

PURPOSE, LOCATION, AND DATE(S):

Heritage Canada Conference, St. John's NL September 28-29-30-1-2-3

Other Comments:

EXPENSES						Foreign Exchange \$	CDN TOTALS	
DATES (mmm dd/yy)	Sep 28/10	Sep 29/10	Sep 30/10	Oct 01/10	Oct 02/10			
Transportation:								
Personal Auto 52.0 cents/km	0.00 km \$ 0.00	0.00 km \$ 0.00	0.00 km \$ 0.00	0.00 km \$ 0.00	0.00 km \$ 0.00		\$ 0.00	
Rental Vehicle	\$0.00	\$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	\$ 0.00	
- Bus	\$0.00	\$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 Airport Shuttle/taxis		\$15.00	\$10.00	\$0.00	\$10.00	\$0.00	\$ 35.00	
Registration:	\$112.50	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 112.50	
Accommodation:	\$138.20	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 138.20	
Meals: - Breakfast	\$0.00	\$0.00	\$0.00	\$13.00	\$0.00	\$0.00	\$ 13.00	
- Lunch	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00	
- Dinner	\$0.00	\$16.56	\$26.60	\$0.00	\$23.28	\$0.00	\$ 66.44	
Other - Specify:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00	
TOTALS	\$ 250.70	\$ 31.56	\$ 36.60	\$ 13.00	\$ 33.28	\$ 0.00	\$ 365.14	
Less Interim Claim								
Less Purchasing Card							\$307.64	
BALANCE PAYABLE (to Claimant)							\$ 57.50	
Recoverable: yes <input type="checkbox"/> no <input 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: Feb 24, 2011 Signature: _____

I have examined the above expense claim and the attached _____

Date: Feb 25, 2011 Signature: _____



City of Peterborough

PROFESSIONAL DEVELOPMENT, TRAVEL, AND HOSPITALITY EXPENSE CLAIM FORM

JOB TITLE:

HERITAGE RESOURCES COORDINATOR

This is an interim claim: first: second:

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PURPOSE, LOCATION, AND DATE(S):

Heritage Canada Conference, St. John's NL September 28-29-30-1-2-3

Other Comments:

EXPENSES						Foreign Exchange \$	CDN TOTALS	
DATES (mmm dd/yy)	Oct 03/10							
Transportation:								
Personal Auto 52.0 cents/km	145.00 km \$ 75.40	0.00 km \$ 0.00	0.00 km \$ 0.00	0.00 km \$ 0.00	0.00 km \$ 0.00		\$ 75.40	
Rental Vehicle	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00	
- Parking	\$9.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 9.00	
- Bus	\$0.00	\$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 Airport Shuttle/taxis	\$18.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 18.00	
Registration:		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00	
Accommodation:		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00	
Meals: - Breakfast	\$0.00	\$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	\$ 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	\$ 0.00	
TOTALS	(\$ 145.00)	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 102.40	
Less Interim Claim								\$0.00
Less Purchasing Card								\$9.00
BALANCE PAYABLE (to Claimant)								\$ 93.40

Recoverable: yes no If yes, recoverable from

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Date: Feb 24, 2011 Signature: _____

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Date: Feb 25, 2011 Signature: _____