



City of Peterborough

PROFESSIONAL DEVELOPMENT, TRAVEL, AND HOSPITALITY EXPENSE CLAIM FORM

JOB TITLE: Conservation Technician / Cataloguer

This is an interim claim This is a final claim

PURPOSE, LOCATION, AND DATE(S):

Canadian Association for Conservation of Cultural Property 36th Annual Conference
Ottawa, Ontario
10-12 June 2010

Other Comments:

EXPENSES						Foreign Exchange \$	CDN TOTALS
DATES	MMDDYY	MMDDYY	MMDDYY	MMDDYY	MMDDYY		
Registration:							
Transportation:							
Personal Auto Km X 50.9¢							
Rental Vehicle							
- Parking							
- Bus							
- Air							
- Other _____							
Accommodation: 9-13 June 2010							\$515.10 ⁺ ✓
Meals: - Breakfast							
- Lunch							
- Dinner							
Other – Specify:							
TOTALS	\$	\$	\$	\$	\$	\$	\$
Less Interim Claim							\$
Less Purchasing Card							\$ 515.10 ⁺ ✓
BALANCE PAYABLE (to Claimant)							\$ 0
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: 3 June 2010 Signature: _____

I have examined the above expense claim and the attached _____ nt.

Date: 3 June 2010 Signature: _____