



City of Peterborough

PROFESSIONAL DEVELOPMENT, TRAVEL, AND HOSPITALITY EXPENSE CLAIM FORM

JOB TITLE: Conservation Technician / Cataloguer & Curatorial Assistant

This is an interim claim This is a final claim

PURPOSE, LOCATION, AND DATE(S):
Toronto International Film Festival Circuit Group
Toronto, Ontario
17-18 September 2010

Other Comments:
Parts of this claim is for both the Conservation Technician / Cataloguer and the Curatorial Assistant. Specifically: bus, accommodation, dinner, and breakfast which were paid for with the purchasing card.

EXPENSES						Foreign Exchange \$	CDN TOTALS
DATES	17/09/10	18/09/10					
Registration:							
Transportation:							
Personal Auto Km X 50.9¢							
Rental Vehicle							
- Parking							
- Bus	\$62.15 V						\$62.15 ✓
- Other: taxi		\$10.00					\$10.00
- Other: taxi		\$10.00					\$10.00
Accommodation:	\$169.50 V						\$169.50 ✓
Meals: - Breakfast		\$15.19 V					\$15.19 ✓
- Lunch	\$6.82						\$6.82
- Dinner	\$21.41 V	\$6.95					\$28.36
Other – Specify:							
TOTALS							\$302.02
Less Interim Claim							
Less Purchasing Card							\$268.25
BALANCE PAYABLE (to Claimant)							\$33.77

Recoverable: yes no 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: 23 September 2010 _____ Signature: _____

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

Date: 23 September 2010 _____ Signature: _____