



City of Peterborough

JOB TITLE: Aquatic Recreationist

# PROFESSIONAL DEVELOPMENT, TRAVEL, AND HOSPITALITY EXPENSE CLAIM FORM

This is an interim claim:

first:  second:

This is a final claim:

**PURPOSE, LOCATION, AND DATE(S):**

Aquatic Pro Conference, The Rosseau Marriott Resort, Muskoka, November 3-5, 2010

**Other Comments:**

Registration Fee includes accommodations, meals.

DATES (mmm dd/yy)		Nov 03/10	Nov 04/10	Nov 05/10		Foreign Exchange \$	CDN TOTALS
<b>EXPENSES</b>							
<b>Transportation:</b>							
Personal Auto	205.00 km	km	204.00 km	0.00 km	0.00 km		
<b>52.0 cents/km</b>	\$ 106.60	\$ 0.00	\$ 106.08	\$ 0.00	\$ 0.00		\$ 212.68
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	\$ 0.00
- Other Personal Truck	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00
<b>Registration:</b>	\$625.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 625.00
<b>Accommodation:</b>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00
<b>Meals:</b> - 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	\$ 0.00
<b>Other - Specify:</b>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00
<b>TOTALS</b>	\$ 731.60	\$ 0.00	\$ 106.08	\$ 0.00	\$ 0.00	\$ 0.00	\$ 837.68
Less Interim Claim							
Less Purchasing Card							
<b>BALANCE PAYABLE (to Claimant)</b>							
<b>\$0.00</b>							
<b>\$625.00</b>							
<b>\$ 212.68</b>							

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: \_\_\_\_\_ Signature: \_\_\_\_\_

I have examined the above expense claim and the attached

Date: \_\_\_\_\_ Signature: \_\_\_\_\_