



City of Peterborough

JOB TITLE:

Fitness/Wellness 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):**

University of Ottawa Heart Institute, Heart Wise Exercise Workshop, November 5, 2010

**Other Comments:**

Course time 8:00 - 4:30 pm

		DATES (mm/dd/yy)		EXPENSES		Foreign Exchange \$	CDN TOTALS
		Nov 03/10	Nov 04/10				
<b>Transportation:</b>							
Personal Auto	272.00 km	272.00 km	0.00 km	0.00 km	0.00 km		
<b>52.0 cents/km</b>	\$ 141.44	\$ 141.44	\$ 0.00	\$ 0.00	\$ 0.00		\$ 282.88
Rental Vehicle	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00
- Parking	\$0.00	\$13.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 13.00
- 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	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00
<b>Registration:</b>	\$0.00	\$35.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 35.00
<b>Accommodation:</b>	\$135.02	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 135.02
<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>	\$ 276.46	\$ 189.44	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 465.90
Less Interim Claim							
Less Purchasing Card							
<b>BALANCE PAYABLE (to Claimant)</b>							
<b>\$ 330.88</b>							
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: November 30, 2010, Signature \_\_\_\_\_

I have examined the above expense claim and the attach \_\_\_\_\_

Date: Dec 1/10 Signature: \_\_\_\_\_