



City of
Peterborough

PROFESSIONAL DEVELOPMENT, TRAVEL, AND HOSPITALITY EXPENSE CLAIM FORM

JOB TITLE:

Social Services Supervisor

This is an interim claim: first: second:

This is a final claim:

PURPOSE, LOCATION, AND DATE(S):

OMSSA Annual Conference, June 6-9, 2010 Blue Mountain Resort

Other Comments:

Paying 50% of 3 nights for 2 Social Service Supervisors. 50% deposit previously paid on Corporate Credit Card.

Total Mileage: Start - 99586 End - 100122 = 536 km

EXPENSES						Foreign Exchange \$	CDN TOTALS
DATES (mmm dd/yy)	Jun 06/10	Jun 07/10	Jun 08/10	Jun 09/10			
Registration:							
Transportation:							
Personal Auto 536 Km X 50.9¢	\$268.00			\$268.00			\$101.80
Rental Vehicle							
- Parking							
- Bus							
- Air							
- Other							
Accommodation:	\$133.40	\$133.40	\$133.40				\$400.20
Meals: - Breakfast							
- Lunch							
- Dinner		\$17.23					\$17.23
Other - Specify:							
TOTALS							
Less (please specify):							
Less Purchasing Card							
BALANCE PAYABLE (to Claimant)							519.23
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: <u>June 29, 2010</u>				Signature: _____			