



City of Peterborough

# PROFESSIONAL DEVELOPMENT, TRAVEL, AND HOSPITALITY EXPENSE CLAIM FORM

JOB TITLE: City Clerk

This is an interim claim  This is a final claim

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

Travel and attendance at AMCTO Board Meetings and Annual Conference - Huntsville, Ontario - June 4-9, 2010

**Other Comments:**

Interim Claim - Hotel deposit - \$108.90  
Interim Claim - Registration - \$577.50.

EXPENSES						Foreign Exchange \$	CDN TOTALS
DATES (dd/mm/yy)	04/06/10	05/06/10	06/06/10	07/06/10	08/06/10		
<b>Registration:</b>							
<b>Transportation:</b>							
Personal Auto 366 Km X 50.9¢	\$93.15						
Rental Vehicle							
- Parking							
- Bus							
- Air							
- Other							
<b>Accommodation:</b>		\$108.90	\$108.90	\$108.90	\$108.90		
<b>Meals:</b> - Breakfast		\$22.79			\$22.79		
- Lunch	\$12.79		36.39				
- Dinner	\$22.71						
<b>Other - Specify:</b>							
<b>TOTALS</b>	\$128.65	\$131.69	\$145.29	\$108.90	\$131.69		

Less Interim Claim

Less Purchasing Card

BALANCE PAYABLE (to Claimant)

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: June 11/2010 Signatur

I have examined the above expense claim and the attac

Date: \_\_\_\_\_ Signatur

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Other Comments:

EXPENSES						Foreign Exchange \$	CDN TOTALS
DATES (dd/mm/yy)	09/06/10						
<b>Registration:</b>							
<b>Transportation:</b>							
Personal Auto 366 Km X 50.9¢	\$93.14						\$186.29
Rental Vehicle							
- Parking							
- Bus							
- Air							
- Other							
<b>Accommodation:</b>							\$435.60
<b>Meals:</b> - Breakfast	\$17.07						\$62.65
- Lunch	\$31.13						\$80.31
- Dinner							\$22.71
<b>Other – Specify:</b>							
<b>TOTALS</b>	141,34						\$787.56

Less Interim Claim

Less Purchasing Card

601.27

BALANCE PAYABLE (to Claimant)

\$186.29

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: June 10, 2010 Signature: \_\_\_\_\_

I have examined the above expense claim and the attached \_\_\_\_\_ ent.

Date: June 10, 2010 Signature: \_\_\_\_\_