



City of Peterborough

PROFESSIONAL DEVELOPMENT, TRAVEL, AND HOSPITALITY EXPENSE CLAIM FORM

JOB TITLE: Municipal Management Intern

This is an interim claim: first: second: This is a final claim:

PURPOSE, LOCATION, AND DATE(S):

Annual Conference of the Association of Municipalities of Ontario, Caesar's Windsor, Windsor, Ontario
 Sunday, August 15, 2010 to Wednesday, August 18, 2010

Other Comments:

Travelled by rental car. It had to be picked up on August 14th, because the rental agency does not open Sundays. Hotel and car rental were shared with 2 other Management Interns. As such, only 1/3 of those receipt totals is being claimed.

EXPENSES						Foreign Exchange \$	CDN TOTALS	
DATES (mmm dd/yy)	Aug 14/10	Aug 15/10	Aug 16/10	Aug 17/10	Aug 18/10			
Transportation:								
Personal Auto 52.1 cents/km	0.00 km \$ 0.00	0.00 km \$ 0.00	0.00 km \$ 0.00	0.00 km \$ 0.00	0.00 km \$ 0.00		\$ 0.00	
Rental Vehicle	\$31.55	\$31.55	\$31.55	\$31.55	\$31.55	\$0.00	\$ 157.75	
- 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	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00	
Registration: →	\$0.00	\$395.50	\$0.00	\$0.00	\$0.00	\$0.00	\$ 395.50	
Accommodation:	\$0.00	\$53.98	\$53.98	\$53.98	\$0.00	\$0.00	\$ 161.94	
Meals: - Breakfast	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00	
- Lunch	\$0.00	\$0.00	\$0.00	\$15.00	\$0.00	\$0.00	\$ 15.00	
- Dinner	\$0.00	\$0.00	\$20.34	\$0.00	\$0.00	\$0.00	\$ 20.34	
Other - Specify:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00	
TOTALS	\$ 31.55	\$ 481.03	\$ 105.87	\$ 100.53	\$ 31.55	\$ 0.00	\$ 750.53	
Less Interim Claim								\$0.00
Less Purchasing Card								\$0.00
BALANCE PAYABLE (to Claimant)								\$ 750.53

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: Aug 19, 2010 Signatur _____

I have examined the above expense claim and the attach _____

ment.

Date: Aug 22 2010