



City of Peterborough

# PROFESSIONAL DEVELOPMENT, TRAVEL, AND HOSPITALITY EXPENSE CLAIM FORM

JOB TITLE: City Clerk

This is an interim claim:  first:  second:

This is a final claim:

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

AMCTO Internship Steering Committee Meeting - 777 Bay Street, Toronto - October 28, 2010; AMCTO Management Committee Meeting - Delta Toronto West Hotel - October 28, 2010; AMCTO Management Committee Meeting - AMCTO Offices - Mississauga - October 29, 2010

Other Comments:

EXPENSES						Foreign Exchange \$	CDN TOTALS	
DATES (mmm dd/yy)	Oct 27/10	Oct 28/10						
<b>Transportation:</b>								
Personal Auto 52.0 cents/km	185.00 km \$ 96.20	181.00 km \$ 94.12	0.00 km \$ 0.00	0.00 km \$ 0.00	0.00 km \$ 0.00		\$ 190.32	
Rental Vehicle	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00	
- Parking	\$29.82	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 29.82	
- 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	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00	
<b>Accommodation:</b>	\$145.77	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 145.77	
<b>Meals:</b> - Breakfast	2.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 2.00	
- 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>	\$ 273.79	\$ 94.12	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 367.91	
Less Interim Claim								\$0.00
Less Purchasing Card								\$177.59
<b>BALANCE PAYABLE (to Claimant)</b>								<b>\$ 190.32</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: November 1, 2010 Signature: \_\_\_\_\_

I have examined the above expense claim and the attached re

Date: Nov 4/2010 Signature: \_\_\_\_\_