



City of Peterborough

# PERSONAL TRAVEL, TRAVEL, AND HOSPITALITY EXPENSE CLAIM FORM

JOB TITLE: Associate City Solicitor

This is an interim claim:  first:  second:

This is a final claim:

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

Municipal Law Department Association of Ontario (MLDAO) Conference, Delta Grandview Resort, Huntsville, Ontario, September 23-24, 2010 (Continuing Legal Education)

**Other Comments:**

Registration Fee of \$75.00 paid from petty cash (VISA not permitted) Meals totalling \$92.00 paid from petty cash. Accommodation charge of \$149.00 paid in advance on VISA of Associate City Solicitor for accommodations for City Solicitor on September 22, 2010

EXPENSES						Foreign Exchange \$	CDN TOTALS	
DATES (mmm dd/yy)	Sep 22/10	Sep 22/10	Sep 24/10					
<b>Transportation:</b>								
Personal Auto 52.1 cents/km	0.00 km \$ 0.00	188.00 km \$ 97.95	188.00 km \$ 97.95	0.00 km \$ 0.00	0.00 km \$ 0.00		\$ 195.90	
Rental Vehicle	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00	
- 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	
<b>Registration:</b>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00	
<b>Accommodation:</b>	\$149.00	\$193.63	193.63	\$0.00	\$0.00	\$0.00	\$ 536.26	
<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>	\$ 149.00	\$ 291.58	\$ 291.58	\$ 0.00	\$ 0.00	\$ 0.00	\$ 732.16	
Less Interim Claim								\$0.00
Less Purchasing Card								\$536.26
<b>BALANCE PAYABLE (to Claimant)</b>								<b>\$ 195.90</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: 8 October 2010 Signatur \_\_\_\_\_

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

yment.