



City of Peterborough

ANNUAL BUDGET, TRAVEL, AND HOSPITALITY EXPENSE CLAIM FORM

JOB TITLE:

Housing Programs Officer

This is an interim claim: first: second:

This is a final claim:

PURPOSE, LOCATION, AND DATE(S) [*2]:

Ontario Municipal Social Service Association (OMSSA) Housing and Homelessness Conference. September 21-22, 2010. Sheraton Toronto Airport Hotel Conference Centre, 801 Dixon Road, Toronto.

Other Comments [*3]:

DATES (mmm dd/yy)						Foreign Exchange \$[*5]	CDN TOTALS [*6]	
	Sep 21/10	Sep 22/10						
Transportation:								
Personal Auto 52.1 cents/km	143.00 km \$ 74.50	143.00 km \$ 74.50	0.00 km \$ 0.00	0.00 km \$ 0.00	0.00 km \$ 0.00		\$ 149.00	
Rental Vehicle [*7]	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00	
- Parking	\$7.50	\$11.81	\$0.00	\$0.00	\$0.00	\$0.00	\$ 19.31	
- 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	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00	
Accommodation:	\$190.97	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 190.97	
Meals: - 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	\$18.18	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 18.18	
Other - Specify:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00	
TOTALS	\$ 291.15	\$ 86.31	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 377.46	

Less Interim Claim [*8]

\$0.00

Less Purchasing Card [*9]

BALANCE PAYABLE (to Claimant)

\$ 377.46

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: Oct. 27 2010 Signature: _____

I have examined the above expense claim and the attached receipts.

Date: _____ Signature [*10]: _____