



City of Peterborough

JOB TITLE:

Transit Supervisor

PROFESSIONAL DEVELOPMENT, TRAVEL, AND HOSPITALITY EXPENSE CLAIM FORM

This is an interim claim: first: second:

This is a final claim:

PURPOSE, LOCATION, AND DATE(S):

CUTA training course "Human Resources Series", Burlington, Ontario Dec 1st and 2nd, 2010

Other Comments:

DATES (mmm dd/yy)								Foreign Exchange \$	CDN TOTALS
EXPENSES									
Transportation:									
Personal Auto	0.00 km	0.00 km	0.00 km	0.00 km	0.00 km	0.00 km	0.00 km		
52.0 cents/km	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00		\$ 0.00
Rental Vehicle	\$231.40	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 231.40
- Parking	\$0.00	\$0.00	\$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	\$0.00	\$ 0.00
- Air	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00
- Other gas	\$49.50	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 49.50
Registration:	\$757.10	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 757.10
Accommodation:	\$97.17	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 97.17
Meals: - Breakfast	\$0.00	\$0.00	\$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	\$0.00	\$ 0.00
- Dinner	\$40.48	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 40.48
Other - Specify:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00
TOTALS	\$1,175.65	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$1,175.65
Less Interim Claim									
Less Purchasing Card									
BALANCE PAYABLE (to Claimant)									\$1,175.65

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: Jan 24/11 Signature: _____

I have examined the above expense claim and the attached re

Date: Jan 24, 2011 Signature: _____