



City of Peterborough

PROFESSIONAL DEVELOPMENT, TRAVEL, AND HOSPITALITY EXPENSE CLAIM FORM

JOB TITLE:

Chief Training Officer

This is an interim claim: first: second:

This is a final claim:

PURPOSE, LOCATION, AND DATE(S):

Ont. Assoc. of Training Officers - Annual Training Seminar May 2-4, 2011
Toronto, ON

Other Comments:

EXPENSES						Foreign Exchange \$	CDN TOTALS	
DATES (mmm dd/yy)	May 01/11	May 02/11	May 03/11	May 04/11				
Transportation:								
Personal Auto 58.2 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	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00	
- Parking	\$0.00	\$0.00	\$32.00	\$0.00	\$0.00	\$0.00	\$ 32.00	
- 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	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00	
Accommodation:	\$0.00	\$0.00	\$294.36	\$0.00	\$0.00	\$0.00	\$ 294.36	
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	\$0.00	\$35.51	\$0.00	\$0.00	\$0.00	\$0.00	\$ 35.51	
Other - Specify: 407 ETR	\$0.00	\$0.00	\$17.32	\$0.00	\$0.00	\$0.00	\$ 17.32	
TOTALS	\$ 0.00	\$ 35.51	\$ 343.68	\$ 0.00	\$ 0.00	\$ 0.00	\$ 379.19	
Less Interim Claim								\$0.00
Less Purchasing Card								\$379.19
BALANCE PAYABLE (to Claimant)								\$ 0.00
Recoverable: yes <input type="checkbox"/> no <input checked="" type="checkbox"/> 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: June 2, 2011 Signature: _____

I have examined the above expense claim and the attached r

Date: June 2, 2011 Signature: _____