



City of Peterborough

PROFESSIONAL DEVELOPMENT, TRAVEL, AND HOSPITALITY EXPENSE CLAIM FORM

JOB TITLE:

Emergency Management Coordinator and Fire Chief

This is an interim claim: first: second: This is a final claim:

PURPOSE, LOCATION, AND DATE(S):
GIS for Emergency Managers Course, Kingston, Ontario, May 31 - June 1st, 2011

Other Comments:

EXPENSES						Foreign Exchange \$	CDN TOTALS	
DATES (mmm dd/yy)	Apr 08/11	May 31/11	Jun 01/11					
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	\$15.00	\$15.00	\$0.00	\$0.00	\$0.00	\$ 30.00	
- 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:	\$900.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 900.00	
Accommodation:	\$0.00	\$375.60	\$0.00	\$0.00	\$0.00	\$0.00	\$ 375.60	
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	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00	
Other - Specify:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00	
TOTALS	\$ 900.00	\$ 390.60	\$ 15.00	\$ 0.00	\$ 0.00	\$ 0.00	\$1,305.60	
Less Interim Claim							\$900.00	
Less Purchasing Card							\$375.60	
BALANCE PAYABLE (to Claimant)							\$ 30.00	
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: July 6/11 Signature

I have examined the above expense claim and the attach

Date: July 6/11 Signature: