



City of
Peterborough

PROFESSIONAL DEVELOPMENT, TRAVEL, AND HOSPITALITY EXPENSE CLAIM FORM

JOB TITLE:

Manager, Staffing & Logistics

This is an interim claim: first: second:

This is a final claim:

PURPOSE, LOCATION, AND DATE(S):

Collective Bargaining Basics Workshop - Kitchener, ON Nov 21-22, 2011

Other Comments:

[REDACTED]

EXPENSES						Foreign Exchange \$	CDN TOTALS	
DATES (mmm dd/yy)	Nov 21/11	Nov 22/11						
Transportation:								
Personal Auto 58.4 cents/km	0.00km \$ 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	\$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	
Registration:	\$282.50	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 282.50	
Accommodation:	\$0.00	\$134.47	\$0.00	\$0.00	\$0.00	\$0.00	\$ 134.47	
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	\$58.43	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 58.43	
Other - Specify:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00	
TOTALS	\$ 340.93	\$ 134.47	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 475.40	
Less Interim Claim							\$0.00	
Less Purchasing Card							\$475.40	
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: DEC 5, 2011 Signature: _____

I have examined the above expense claim and the attached

DEC 5 2011