PROFESSIONAL DEVELOPMENT, TRAVEL, AND HOSPITALITY EXPENSE CLAIM FORM

City of Peterborough

JOB TITLE: Heritage Researcher

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

PURPOSE, LOCATION, AND DATE(S):
Cultural Landscapes Workshop Picton, ON
June 18-19 2011

Other Comments:
Registration paid by cheque request, not VISA.

EXPENSES						Foreign Exchange $	CDN TOTALS
DATES (mmm dd/yy)	Jun 18/11	Jun 19/11					
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	$148.39	$0.00	$0.00	$0.00	$0.00	$0.00	$ 148.39
- 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 Gas	$0.00	$40.07	$0.00	$0.00	$0.00	$0.00	$ 40.07
Registration:	$225.00	$0.00	$0.00	$0.00	$0.00	$0.00	$ 225.00
Accommodation:	$113.00	$0.00	$0.00	$0.00	$0.00	$0.00	$ 113.00
Meals: - Breakfast	$0.00	$12.43	$0.00	$0.00	$0.00	$0.00	$ 12.43
- Lunch	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$ 0.00
- Dinner	$39.00	$0.00	$0.00	$0.00	$0.00	$0.00	$ 39.00
Other – Specify:	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$ 0.00
TOTALS	$ 525.39	$ 52.50	$ 0.00	$ 0.00	$ 0.00	$ 0.00	$ 577.89
Less Interim Claim							**$0.00**
Less Purchasing Card							**$352.89**
BALANCE PAYABLE (to Claimant)							
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: July 12, 2011 Signature:

I have examined the above expense claim and the attachec

Date: July 12, 2011