



City of Peterborough

# PROFESSIONAL DEVELOPMENT, TRAVEL, AND HOSPITALITY EXPENSE CLAIM FORM

JOB TITLE:

Museum Director

This is an interim claim:  first:  second:

This is a final claim:

**PURPOSE, LOCATION, AND DATE(S):**

Gift Shop merchandise; CGTA, Toronto, Sunday, August 7, 2011

**Other Comments:**

Curatorial Assistant also in attendance

EXPENSES						Foreign Exchange \$	CDN TOTALS	
DATES (mmm dd/yy)	Aug 07/11							
<b>Transportation:</b>								
Personal Auto	298.00 km	0.00 km	0.00 km	0.00 km	0.00 km			
60.2 cents/km	\$ 179.40	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00		\$ 179.40	
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	
<b>Registration:</b>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00	
<b>Accommodation:</b>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00	
<b>Meals:</b> - Breakfast	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00	
- Lunch	\$27.12	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 27.12	
- Dinner	\$6.53	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 6.53	
<b>Other – Specify:</b>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00	
<b>TOTALS</b>	\$ 213.05	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 213.05	
Less Interim Claim							\$0.00	
Less Purchasing Card							\$33.65	
<b>BALANCE PAYABLE (to Claimant)</b>							<b>\$ 179.40</b>	
Recoverable: yes <input type="checkbox"/> no <input 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: August 11/11 Signature

I have examined the above expense claim and the attach  
Date: August 19/11 Signature