



City of
Peterborough

PROFESSIONAL DEVELOPMENT, TRAVEL, AND HOSPITALITY EXPENSE CLAIM FORM

JOB TITLE: Recreationist

This is an interim claim: first: second:

This is a final claim:

PURPOSE, LOCATION, AND DATE(S):

Parks and Recreation Ontario Conference in Huntsville, Ontario

Other Comments:

pre-booked 1 night accomodation as a deposit

EXPENSES						Foreign Exchange \$	CDN TOTALS	
DATES (mmm dd/yy)	Mar 30/11	Mar 31/11						
Transportation:								
Personal Auto 55 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	\$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:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00	
Accommodation:	\$157.07	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 157.07	
Meals: - Breakfast	\$0.00	\$18.95	\$0.00	\$0.00	\$0.00	\$0.00	\$ 18.95	
- Lunch	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00	
- Dinner	\$24.96	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 24.96	
Other - Specify:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00	
TOTALS	\$ 182.03	\$ 18.95	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 200.98	

Less Interim Claim		\$0.00
Less Purchasing Card		\$0.00

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: April 28/11 Signatur

I have examined the above expense claim and the attachment.