



City of  
Peterborough

# PROFESSIONAL DEVELOPMENT, TRAVEL, AND HOSPITALITY EXPENSE CLAIM FORM

JOB TITLE:

Homelessness Case Manager

This is an interim claim:  first:  second:

This is a final claim:

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

Training-Toronto Hostels Training Centre

Other Comments:

## EXPENSES

Foreign  
Exchange  
\$

CDN  
TOTALS

DATES  
(mmm dd/yy)

Sep 29/11

Sep 30/11

**Transportation:**

Personal Auto  
60.2 cents/km

200 km

0.00 km

0.00 km

0.00 km

0.00 km

\$ 120.40

\$ 0.00

\$ 0.00

\$ 0.00

\$ 0.00

\$ 120.40

Rental Vehicle

\$0.00

\$0.00

\$0.00

\$0.00

\$0.00

\$0.00

\$ 0.00

- Parking

\$25.00

\$12.00

\$0.00

\$0.00

\$0.00

\$0.00

\$ 37.00

- 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 Cab

\$9.00

\$0.00

\$0.00

\$0.00

\$0.00

\$0.00

\$ 9.00

**Registration:**

\$0.00

\$0.00

\$0.00

\$0.00

\$0.00

\$0.00

\$ 0.00

**Accommodation:**

\$0.00

\$0.00

\$0.00

\$0.00

\$0.00

\$0.00

\$ 0.00

**Meals:** - Breakfast

\$0.00

\$20.91

\$0.00

\$0.00

\$0.00

\$0.00

\$ 20.91

- Lunch

\$0.00

\$21.32

\$0.00

\$0.00

\$0.00

\$0.00

\$ 21.32

- Dinner

\$15.82

\$0.00

\$0.00

\$0.00

\$0.00

\$0.00

\$ 15.82

**Other - Specify:**

\$0.00

\$0.00

\$0.00

\$0.00

\$0.00

\$0.00

\$ 0.00

**TOTALS**

\$ 170.22

\$ 54.23

\$ 0.00

\$ 0.00

\$ 0.00

\$ 0.00

\$ 224.45

Less Interim Claim

\$0.00

Less Purchasing Card

\$0.00

BALANCE PAYABLE (to Claimant)

\$ 224.45

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: 3/10/11 Signature:

I have examined the above expense claim and the attached

Date: Oct 2/11 Signature: