



City of Peterborough

PROFESSIONAL DEVELOPMENT, TRAVEL, AND HOSPITALITY EXPENSE CLAIM FORM

JOB TITLE:

Employment Counsellor

This is an interim claim: first: second: 10th This is a final claim:

PURPOSE, LOCATION, AND DATE(S):
AMES Conference Located in Cambridge Ontario from October 3 - 6th 2011

Other Comments:
Started from Parking Garage on King Street

EXPENSES						Foreign Exchange \$	CDN TOTALS
DATES (mmm dd/yy)	Oct 02/11	Oct 03/11	Oct 04/11	Oct 05/11			
Transportation:							
Personal Auto 58.4 cents/km	213.00 km \$ 124.39	km \$ 0.00	0.00 km \$ 0.00	213.00 km \$ 124.39	0.00 km \$ 0.00		\$ 248.78
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:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00
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	\$0.00	\$9.99	\$0.00	\$0.00	\$0.00	\$0.00	\$ 9.99
Other - Specify:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00
TOTALS	\$ 124.39	\$ 9.99	\$ 0.00	\$ 124.39	\$ 0.00	\$ 0.00	\$ 258.77
Less Interim Claim							\$0.00
Less Purchasing Card							\$0.00
BALANCE PAYABLE (to Claimant)							\$ 258.77
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: October 6, 2011 Signature: _____

I have examined the above expense claim and the attached

Date: October 6, 2011 Signature: _____