



City of Peterborough

# PROFESSIONAL DEVELOPMENT, TRAVEL, AND HOSPITALITY EXPENSE CLAIM FORM

JOB TITLE: Supervisor

This is an interim claim:  first:  second:  9th  This is a final claim:

**PURPOSE, LOCATION, AND DATE(S):**  
 AMES Conference - Cambridge ON - October 3-5, 2011

**Other Comments:**  
 \_\_\_\_\_

| EXPENSES   |                    |                    |                    |                    |                    | Foreign Exchange \$ | CDN TOTALS      |  |
|--|--------------------|--------------------|--------------------|--------------------|--------------------|---------------------|-----------------|--|
| DATES (mmm dd/yy)  | Oct 02/11          | Oct 03/11          |                    |                    |                    |                     |                 |  |
| <b>Transportation:</b>   |                    |                    |                    |                    |                    |                     |                 |  |
| Personal Auto<br>58.4 cents/km   | 0.00 km<br>\$ 0.00 | 0.00 km<br>\$ 0.00 | 0.00 km<br>\$ 0.00 | 0.00 km<br>\$ 0.00 | 0.00 km<br>\$ 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         |  |
| <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  | \$0.00             | \$0.00             | \$0.00             | \$0.00             | \$0.00             | \$0.00              | \$ 0.00         |  |
| - Dinner   | \$14.83            | \$20.56            | \$0.00             | \$0.00             | \$0.00             | \$0.00              | \$ 35.39        |  |
| <b>Other - Specify:</b><br>phone call home to children/spouse                                  | \$0.00             | \$2.14             | \$0.00             | \$0.00             | \$0.00             | \$0.00              | \$ 2.14         |  |
| <b>TOTALS</b>  | \$ 14.83           | \$ 22.70           | \$ 0.00            | \$ 0.00            | \$ 0.00            | \$ 0.00             | \$ 37.53        |  |
| Less Interim Claim   |                    |                    |                    |                    |                    |                     | \$0.00          |  |
| Less Purchasing Card   |                    |                    |                    |                    |                    |                     | \$0.00          |  |
| <b>BALANCE PAYABLE (to Claimant)</b>   |                    |                    |                    |                    |                    |                     | <b>\$ 37.53</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: October 7 2011 Signature \_\_\_\_\_

I have examined the above expense claim and the attach  
 Date: Oct 7 2011 Signature \_\_\_\_\_