



City of Peterborough

PROFESSIONAL DEVELOPMENT, TRAVEL, AND HOSPITALITY EXPENSE CLAIM FORM

JOB TITLE:

Social Services Financial Control Clerk

This is an interim claim: first: second:

This is a final claim:

PURPOSE, LOCATION, AND DATE(S):

SSSMP information/training session March 21/11 in Orangeville, ON

Other Comments:

Lunch and dinner expenses based on 2 persons as a Program Payment Clerk also attended

EXPENSES						Foreign Exchange \$	CDN TOTALS	
DATES (mmm dd/yy)	Mar 20/11	Mar 21/11						
Transportation:								
Personal Auto 55 cents/km	216.90 km \$ 119.30	216.90 km \$ 119.30	0.00 km \$ 0.00	0.00 km \$ 0.00	0.00 km \$ 0.00		\$ 238.60	
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	\$ 26.10	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 26.10	
- Dinner	\$ 48.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 48.00	
Other - Specify:	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	
TOTALS	\$ 167.30	\$ 145.40	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 312.70	
Less Interim Claim								\$ 0.00
Less Purchasing Card								\$ 0.00
BALANCE PAYABLE (to Claimant)								\$ 312.70
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: <u>March 25/11</u>				Signature: _____				
I have examined the above expense claim and the attached								
Date: <u>March 28, 2011</u>				Signature: _____				