



City of Peterborough

# PROFESSIONAL DEVELOPMENT, TRAVEL, AND HOSPITALITY EXPENSE CLAIM FORM

JOB TITLE:

Court Services Manager

This is an interim claim:  first:  second:

This is a final claim:

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

POA Central East Region Managers Meeting in Barrie, ON, January 28, 2011

**Other Comments:**

EXPENSES						Foreign Exchange \$	CDN TOTALS
DATES (mmm dd/yy)	Jan 27/11	Jan 28/11					
<b>Transportation:</b>							
Personal Auto	175.10 km	175.10 km	0.00 km	0.00 km	0.00 km		
55 cents/km	\$ 96.31	\$ 96.31	\$ 0.00	\$ 0.00	\$ 0.00		\$ 192.62
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>	\$94.57	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 94.57
<b>Meals:</b> - Breakfast	\$0.00	\$16.68	\$0.00	\$0.00	\$0.00	\$0.00	\$ 16.68
- Lunch	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00
- Dinner	\$24.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 24.00
<b>Other - Specify:</b>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00
<b>TOTALS</b>	\$ 214.88	\$ 112.99	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 327.87

Less Interim Claim **\$0.00**

Less Purchasing Card **\$135.25**

BALANCE PAYABLE (to Claimant) **\$ 192.62**

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: Jan 3/11 Signature: \_\_\_\_\_

I have examined the above expense claim and the attached receipts.  
Date: March 2/11 Signature: \_\_\_\_\_