



City of Peterborough

# PROFESSIONAL DEVELOPMENT, TRAVEL, AND HOSPITALITY EXPENSE CLAIM FORM

JOB TITLE: *Building Inspector*

This is an interim claim:  first:  second:

This is a final claim:

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

OBOA Annual General Meeting & Training Sessions

Other Comments:

EXPENSES						Foreign Exchange \$	CDN TOTALS	
DATES (mmm dd/yy)	Oct 02/11	Oct 03/11	Oct 04/11	Oct 05/11	Oct 06/11			
<b>Transportation:</b>								
Personal Auto	326.50 km	0.00 km	0.00 km	0.00 km	326.50 km			
58.4 cents/km	\$ 190.68	\$ 0.00	\$ 0.00	\$ 0.00	\$ 190.68		\$ 381.36	
Rental Vehicle	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00	
- Parking	\$13.56	\$13.56	\$13.56	\$13.56	\$0.00	\$0.00	\$ 54.24	
- 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>	\$209.05	\$209.05	\$209.05	\$209.05	\$0.00	\$0.00	\$ 836.20	
<b>Meals:</b> - Breakfast	\$0.00	\$0.00	\$6.00	\$0.00	\$0.00	\$0.00	\$ 6.00	
- Lunch	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00	
- Dinner	\$16.62	\$0.00	\$22.58	\$0.00	\$0.00	\$0.00	\$ 39.20	
<b>Other - Specify:</b>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00	
<b>TOTALS</b>	\$ 429.91	\$ 222.61	\$ 251.19	\$ 222.61	\$ 190.68	\$ 0.00	\$1,317.00	
Less Interim Claim								\$0.00
Less Purchasing Card								\$0.00
<b>BALANCE PAYABLE (to Claimant)</b>								<b>\$1,317.00</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: *Oct 11 '11* Signature: \_\_\_\_\_

I have examined the above expense claim and the attached

Date: *Oct 11 / 11* Signature: \_\_\_\_\_