



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):**

Solar & Wind Systems Inspection 2011 Course; Travelodge Hotel, 925 Dixon Road, Etobicoke, ON Nov 13-15, 2011

Other Comments:

| EXPENSES   |                        |                    |                        |                    |                    | Foreign Exchange \$ | CDN TOTALS       |  |
|--|------------------------|--------------------|------------------------|--------------------|--------------------|---------------------|------------------|--|
| DATES (mmm dd/yy)  | Nov 13/11              | Nov 14/11          | Nov 15/11              |                    |                    |                     |                  |  |
| <b>Transportation:</b>   |                        |                    |                        |                    |                    |                     |                  |  |
| Personal Auto<br>58.4 cents/km   | 192.00 km<br>\$ 112.13 | 0.00 km<br>\$ 0.00 | 191.00 km<br>\$ 111.54 | 0.00 km<br>\$ 0.00 | 0.00 km<br>\$ 0.00 |                     | \$ 223.67        |  |
| 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>  | \$107.35               | \$107.35           | \$0.00                 | \$0.00             | \$0.00             | \$0.00              | \$ 214.70        |  |
| <b>Meals:</b> - Breakfast  | \$0.00                 | \$0.00             | \$15.22                | \$0.00             | \$0.00             | \$0.00              | \$ 15.22         |  |
| - Lunch  | \$0.00                 | \$17.31            | \$0.00                 | \$0.00             | \$0.00             | \$0.00              | \$ 17.31         |  |
| - Dinner   | \$53.48                | \$15.59            | \$0.00                 | \$0.00             | \$0.00             | \$0.00              | \$ 69.07         |  |
| <b>Other - Specify:</b>  | \$0.00                 | \$0.00             | \$0.00                 | \$0.00             | \$0.00             | \$0.00              | \$ 0.00          |  |
| <b>TOTALS</b>  | \$ 272.96              | \$ 140.25          | \$ 126.76              | \$ 0.00            | \$ 0.00            | \$ 0.00             | \$ 539.97        |  |
| Less Interim Claim   |                        |                    |                        |                    |                    |                     | \$0.00           |  |
| Less Purchasing Card   |                        |                    |                        |                    |                    |                     | \$0.00           |  |
| <b>BALANCE PAYABLE (to Claimant)</b>   |                        |                    |                        |                    |                    |                     | <b>\$ 539.97</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: Nov 21/11 Signature

I have examined the above expense claim and the attach

Date: Nov 21/11 Signature: