



City of Peterborough

PROFESSIONAL DEVELOPMENT, TRAVEL, AND HOSPITALITY EXPENSE CLAIM FORM

JOB TITLE: **Manager, Housing Division**

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

PURPOSE, LOCATION, AND DATE(S):
Ontario Non-Profit Housing Association Annual Conferenc, Oct. 29, 2011, Sheraton on the Falls, Niagara Falls

Other Comments:
There was no registration fee as the Manager lead a workshop, Sat. Oct. 29, 2011

EXPENSES						Foreign Exchange \$	CDN TOTALS	
DATES (mmm dd/yy)	Oct 28/11	Oct 29/11						
Transportation:								
Personal Auto 58.4 cents/km	265.00 km \$ 154.76	265.00 km \$ 154.76	0.00 km \$ 0.00	0.00 km \$ 0.00	0.00 km \$ 0.00		\$ 309.52	
Rental Vehicle	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00	
- Parking	\$0.00	\$9.31	\$0.00	\$0.00	\$0.00	\$0.00	\$ 9.31	
- 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	\$219.98	\$0.00	\$0.00	\$0.00	\$0.00	\$ 219.98	
Meals: - 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	\$0.00	\$34.30	\$0.00	\$0.00	\$0.00	\$0.00	\$ 34.30	
Other - Specify: Bottled water	\$0.00	\$6.93	\$0.00	\$0.00	\$0.00	\$0.00	\$ 6.93	
TOTALS	\$ 154.76	\$ 425.28	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 580.04	
Less Interim Claim							\$0.00	
Less Purchasing Card							\$270.52	
BALANCE PAYABLE (to Claimant)							\$ 309.52	
Recoverable: yes <input type="checkbox"/> no <input checked="" 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: Dec 7/11 Signature: _____

I have examined the above expense claim and the attached
Date: Dec 9, 2011 Signature: _____