



City of Peterborough

PROFESSIONAL DEVELOPMENT, TRAVEL, AND HOSPITALITY EXPENSE CLAIM FORM

JOB TITLE: Municipal Engineer

This is an interim claim: first: second:

This is a final claim:

PURPOSE, LOCATION, AND DATE(S):

Rainwater Harvesting Workshop, Vaughan, On June 7, 2011

Other Comments:

EXPENSES						Foreign Exchange \$	CDN TOTALS	
DATES (mmm dd/yy)	Jun 02/11	06/07/11						
Transportation:								
Personal Auto 58.2 cents/km	0.00 km \$ 0.00	200.00 km \$ 116.40	0.00 km \$ 0.00	0.00 km \$ 0.00	0.00 km \$ 0.00		\$ 116.40	
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:	\$446.35	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 446.35	
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	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00	
- Dinner	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00	
Other - Specify:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00	
TOTALS	\$ 446.35	\$ 116.40	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 562.75	
Less Interim Claim								\$0.00
Less Purchasing Card								\$446.35
BALANCE PAYABLE (to Claimant)								\$ 116.40
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: July 13, 2011 Signature: _____

I have examined the above expense claim and the attached receipts

Date: July 13/11 Signature: _____