# PROFESSIONAL DEVELOPMENT, TRAVEL, AND HOSPITALITY EXPENSE CLAIM FORM

City of Peterborough

**JOB TITLE:** Various EPD Staff

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

**PURPOSE, LOCATION, AND DATE(S):**
WEAO Symposium, April 11, Toronto Ontario

**Other Comments:**
Registration for Microbiologist, Chemist and Sampling Technician

| EXPENSES | | | | | | Foreign Exchange $ | CDN TOTALS |
|---|---|---|---|---|---|---|---|
| **DATES** (mmm dd/yy) | Apr 11/11 | | | | | | |
| **Transportation:** | | | | | | | |
| Personal Auto **55 cents**/km | 0.00 km<br>$ 0.00 | 0.00 km<br>$ 0.00 | 0.00 km<br>$ 0.00 | 0.00 km<br>$ 0.00 | 0.00 km<br>$ 0.00 | | $ 0.00 |
| 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:** | $1,576.35 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $1,576.35 |
| **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** | $1,576.35 | $ 0.00 | $ 0.00 | $ 0.00 | $ 0.00 | $ 0.00 | $1,576.35 |
| Less Interim Claim | | | | | | | **$0.00** |
| Less Purchasing Card | | | | | | | **$1576.35** |
| BALANCE PAYABLE (to Claimant) | | | | | | | **$ 0.00** |
| 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: Apr. 15/11 Signature: _____

I have examined the above expense claim and the attached r t.

Date: April 5/11 Signature: _____