



City of
Peterborough

PROFESSIONAL DEVELOPMENT, TRAVEL, AND HOSPITALITY EXPENSE CLAIM FORM

JOB TITLE: Public Works Arborist # 1

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

PURPOSE, LOCATION, AND DATE(S):
Infrastructure Health & Safety Association, Line Clearing - Safety & Awareness
Mississauga - February 7, 8 & 9, 2011.

Other Comments:

EXPENSES						Foreign Exchange \$	CDN TOTALS	
DATES (mmm dd/yy)	Feb 06/11	Feb 07/11	Feb 08/11	Feb 09/11				
Transportation:								
Personal Auto 55 cents/km	185.00 km \$ 101.75	0.00 km \$ 0.00	0.00 km \$ 0.00	0.00 km \$ 0.00	0.00 km \$ 0.00		\$ 101.75	
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:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00	
Accommodation:	\$163.85	\$163.85	\$163.85	\$0.00	\$0.00	\$0.00	\$ 491.55	
Meals: - Breakfast	\$0.00	\$4.81	\$2.82	\$2.82	\$0.00	\$0.00	\$ 10.45	
- Lunch	\$0.00	\$12.62	\$15.02	\$10.37	\$0.00	\$0.00	\$ 38.01	
- Dinner	\$0.00	\$32.49	\$24.51	\$0.00	\$0.00	\$0.00	\$ 57.00	
Other - Specify:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00	
TOTALS	\$ 265.60	\$ 213.77	\$ 206.20	\$ 13.19	\$ 0.00	\$ 0.00	\$ 698.76	
Less Interim Claim								\$0.00
Less Purchasing Card								\$0.00
BALANCE PAYABLE (to Claimant)								\$ 698.76
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: _____ Signature: _____								
I have examined the above expense claim and the attached								
Date: _____ Signature: _____								