



City of
Peterborough

PROFESSIONAL DEVELOPMENT, TRAVEL, AND HOSPITALITY EXPENSE CLAIM FORM

JOB TITLE: Public Works Foreman - Landscape

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

PURPOSE, LOCATION, AND DATE(S):

Irrigation Technician's Course - Guelph
April 9th and April 10th, 2011

Other Comments:

Expenses

EXPENSES						Foreign Exchange \$	CDN TOTALS	
DATES (mmm dd/yy)	Apr 08/11	Apr 9/11	Apr 10/11					
Transportation:								
Personal Auto 58.2 cents/km	0.00 km \$ 0.00	0.00 km \$ 0.00	0.00 km \$ 0.00	0.00 km \$ 0.00	0.00 km \$ 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:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00	
Accommodation:	\$103.95	\$103.95	\$0.00	\$0.00	\$0.00	\$0.00	\$ 207.90	
Meals: - Breakfast	\$0.00	\$25.82	\$0.00	\$0.00	\$0.00	\$0.00	\$ 25.82	
- Lunch	\$0.00	\$0.00	\$9.61	\$0.00	\$0.00	\$0.00	\$ 9.61	
- Dinner	\$30.45	\$22.58	\$0.00	\$0.00	\$0.00	\$0.00	\$ 53.03	
Other - Specify:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00	
TOTALS	\$ 134.40	\$ 152.35	\$ 9.61	\$ 0.00	\$ 0.00	\$ 0.00	\$ 296.36	
Less Interim Claim							\$0.00	
Less Purchasing Card							\$0.00	
BALANCE PAYABLE (to Claimant)							\$ 296.36	
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: May 3/11 Signature: _____

I have examined the above expense claim and the attached re

Date: May 3/11 Signature: _____