



City of Peterborough

PROFESSIONAL DEVELOPMENT, TRAVEL, AND HOSPITALITY EXPENSE CLAIM FORM

JOB TITLE:

Public Works Foreman - Parks

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	\$29.83	\$5.18	\$0.00	\$0.00	\$0.00	\$ 35.01	
- Lunch	\$0.00	\$0.00	\$10.96	\$0.00	\$0.00	\$0.00	\$ 10.96	
- Dinner	\$0.00	\$20.88	\$0.00	\$0.00	\$0.00	\$0.00	\$ 20.88	
Other - Specify:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00	
TOTALS	\$ 103.95	\$ 154.66	\$ 16.14	\$ 0.00	\$ 0.00	\$ 0.00	\$ 274.75	
Less Interim Claim								\$0.00
Less Purchasing Card								\$0.00
BALANCE PAYABLE (to Claimant)								\$ 274.75

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: May 3/2011 Signature: _____

I have examined the above expense claim and the attached

Date: May 3/11 Signature: _____

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