



City of Peterborough

PROFESSIONAL DEVELOPMENT, TRAVEL, AND HOSPITALITY EXPENSE CLAIM FORM

JOB TITLE: Mechanic

This is an interim claim: first: second:

This is a final claim:

PURPOSE, LOCATION, AND DATE(S):

2012 Police Charger Tech Training, Mississauga, Ontario, November 3 & 4, 2011

Other Comments:

EXPENSES						Foreign Exchange \$	CDN TOTALS	
DATES (mmm dd/yy)	Nov 03/11	Nov 04/11						
Transportation:								
Personal Auto 58.4 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:	\$0.00	\$230.52	\$0.00	\$0.00	\$0.00	\$0.00	\$ 230.52	
Meals: - Breakfast	\$0.00	\$7.48	\$0.00	\$0.00	\$0.00	\$0.00	\$ 7.48	
- Lunch	\$17.22	\$14.40	\$0.00	\$0.00	\$0.00	\$0.00	\$ 31.62	
- Dinner	\$13.87	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 13.87	
Other - Specify:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00	
TOTALS	\$ 31.09	\$ 252.40	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 283.49	
Less Interim Claim								\$0.00
Less Purchasing Card								\$230.52
BALANCE PAYABLE (to Claimant)								\$ 52.97
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: Nov 7/11 Signature: _____

I have examined the above expense claim and the attached re

Date: Nov 7/11 Signature: _____