



City of Peterborough

# PROFESSIONAL DEVELOPMENT, TRAVEL, AND HOSPITALITY EXPENSE CLAIM FORM

JOB TITLE:

Supervisor - Sewers/Garbage

This is an interim claim:  first:  second:

This is a final claim:

**PURPOSE, LOCATION, AND DATE(S):**

WWC Training Course, Welland, Ontario, November 6 to 10, 2011.

**Other Comments:**

Supervisor – Road Operations

EXPENSES						Foreign Exchange \$	CDN TOTALS	
DATES (mmm dd/yy)	Nov 06/11	Nov 07/11	Nov 08/11	Nov 09/11	Nov 10/11			
<b>Transportation:</b>								
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 Fuel	\$0.00	\$0.00	\$0.00	\$45.26	\$0.00	\$0.00	\$ 45.26	
<b>Registration:</b>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00	
<b>Accommodation:</b>	\$201.14	\$201.14	\$201.14	\$201.14	\$0.00	\$0.00	\$ 804.56	
<b>Meals:</b> - 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	\$39.53	\$32.75	\$25.99	\$0.00	\$0.00	\$ 98.27	
<b>Other – Specify:</b>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00	
<b>TOTALS</b>	\$ 201.14	\$ 240.67	\$ 233.89	\$ 272.39	\$ 0.00	\$ 0.00	\$ 948.09	
Less Interim Claim							\$0.00	
Less Purchasing Card							\$948.09	
BALANCE PAYABLE (to Claimant)							\$ 0.00	
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: Dec 6/11 Signature: \_\_\_\_\_

I have examined the above expense claim and the attached

Date: Dec 7/11 Signature: \_\_\_\_\_