



City of Peterborough

# PROFESSIONAL DEVELOPMENT, TRAVEL, AND HOSPITALITY EXPENSE CLAIM FORM

JOB TITLE: Health and Safety Coordinator

This is an interim claim:  first:  second:

This is a final claim:

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

Patrick J. DeFazio Health & Safety Seminar 2013 (Firefighter safety conference)

**Other Comments:**

waiting for invoice for conference costs

EXPENSES						Foreign Exchange \$	CDN TOTALS	
DATES (mmm dd/yy)	Feb 04/13	Feb 05/13	Feb 06/13	Feb 07/13				
<b>Transportation:</b>								
Personal Auto 59 cents/km	125.00 km \$ 73.75	0.00 km \$ 0.00	0.00 km \$ 0.00	125.00 km \$ 73.75	0.00 km \$ 0.00		\$ 147.50	
Rental Vehicle	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00	
- Parking	\$11.30	\$11.30	\$11.30	\$0.00	\$0.00	\$0.00	\$ 33.90	
- 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	
<b>Registration:</b>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00	
<b>Accommodation:</b>	\$141.25	\$141.25	\$141.25	\$0.00	\$0.00	\$0.00	\$ 423.75	
<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	\$8.48	\$0.00	\$0.00	\$ 8.48	
- Dinner	\$24.85	\$21.70	\$14.35	\$0.00	\$0.00	\$0.00	\$ 60.90	
<b>Other - Specify:</b>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00	
<b>TOTALS</b>	\$ 251.15	\$ 174.25	\$ 166.90	\$ 82.23	\$ 0.00	\$ 0.00	\$ 674.53	

Less Interim Claim \$0.00

Less Purchasing Card \$527.03

BALANCE PAYABLE (to Claimant) \$ 147.50

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: March 5/13 Signature: \_\_\_\_\_

I have examined the above expense claim and the attached  
Date: March 5/13 Signature: \_\_\_\_\_