



City of
Peterborough

PROFESSIONAL DEVELOPMENT, TRAVEL, AND HOSPITALITY EXPENSE CLAIM FORM

JOB TITLE:

Residential Mechanical Inspector

This is an interim claim:

first:

second:

This is a final claim:

PURPOSE, LOCATION, AND DATE(S):

2350 Matheson Blvd. East Suite 101, Mississauga ON L4W 5G9 December 14-16, 2016 Heating and Air Conditioning Institute of Canada (HRAI) Recertification: Heat Loss & Heat Gain Calculations

Other Comments:

| EXPENSES | | | | | | Foreign Exchange \$ | CDN TOTALS | |
|--------------------------------------|--------------------|--------------------|--------------------|--------------------|--------------------|---------------------|------------|----------------|
| DATES (mmm dd/yy) | Dec 14/16 | Dec 15/16 | | | | | | |
| Transportation: | | | | | | | | |
| Personal Auto 53.9 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: | \$514.15 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$ 514.15 | |
| Accommodation: | \$130.18 | \$116.62 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$ 246.80 | |
| Meals: - 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 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$ 0.00 | |
| Other - Specify: | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$ 0.00 | |
| TOTALS | \$ 644.33 | \$ 116.62 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 760.95 | |
| Less Interim Claim | | | | | | | | \$0.00 |
| Less Purchasing Card | | | | | | | | \$760.95 |
| BALANCE PAYABLE (to Claimant) | | | | | | | | \$ 0.00 |

Recoverable: yes no If yes, rec

I hereby certify that all the above expenditures were for business purposes stated above.

Date: JAN 12 / 17

I have examined the above expense claim and