



City of Peterborough

PROFESSIONAL DEVELOPMENT, TRAVEL, AND HOSPITALITY EXPENSE CLAIM FORM

JOB TITLE:

Transit Operations Supervisor

This is an interim claim:

first:

second:

This is a final claim:

PURPOSE, LOCATION, AND DATE(S):

Community Bus Inspection, Aug 31, 2017, St George, Ontario

Other Comments:

Attended by Transit Operations Supervisor and PW Assistant Manager Fleet Services

EXPENSES						Foreign Exchange \$	CDN TOTALS
DATES (mmm dd/yy)	Aug 31/17						
Transportation:							
Personal Auto 55.7 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	\$59.78	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 59.78
- 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	\$60.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 60.00
Registration:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00
Accommodation:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00
Meals: - Breakfast	\$12.18	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 12.18
- Lunch	\$78.29	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 78.29
- 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	\$ 210.25	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 210.25
Less Interim Claim							\$0.00
Less Purchasing Card							\$210.25
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: <u>Oct 10/17</u>				Signature: <u>[Signature]</u>			
I have examined the above expense claim for payment.							
Date: <u>Oct. 12 / 17</u>							