



City of  
Peterborough

# PROFESSIONAL DEVELOPMENT, TRAVEL, AND HOSPITALITY EXPENSE CLAIM FORM

JOB TITLE: Associate City Solicitor

This is an interim claim:  first:  second:

This is a final claim:

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

Attendance at Ontario Bar Association Municipal Law Course in Toronto, Ontario on February 7, 2014

**Other Comments:**

Registration Fee has been charged on Legal Assistant's Purchasing Card and covered under Interim Claim, Go Train fee has been charged to Associate City Solicitor's Purchasing Card under this Expense Claim form

EXPENSES						Foreign Exchange \$	CDN TOTALS
DATES (mmm dd/yy)	Feb 07/14						
<b>Transportation:</b>							
Personal Auto 60.8 cents/km	167.00 km \$ 101.54	0.00 km \$ 0.00	0.00 km \$ 0.00	0.00 km \$ 0.00	0.00 km \$ 0.00		\$ 101.54
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 Go Train	\$19.50	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 19.50
<b>Registration:</b>	\$436.46	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 436.46
<b>Accommodation:</b>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00
<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	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00
<b>Other - Specify:</b>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00
<b>TOTALS</b>	\$ 557.50	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 557.50
Less Interim Claim							\$436.46
Less Purchasing Card							\$19.50
<b>BALANCE PAYABLE (to Claimant)</b>							<b>\$ 101.54</b>

Recoverable: yes  no  If yes, recoverable from

I hereby certify that all the above expenditure purposes stated above.

Date: 12 Feb 2014

I have examined the above expense claim

Date: Feb. 14, 2014



City of Peterborough

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JOB TITLE: Associate City Solicitor

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**PURPOSE, LOCATION, AND DATE(S):**  
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**Other Comments:**  
Registration Fee has been charged on Legal Assistant's Purchasing Card

EXPENSES						Foreign Exchange \$	CDN TOTALS
DATES (mmm dd/yy)	Feb 07/14						
<b>Transportation:</b>							
Personal Auto 60.8 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
<b>Registration:</b>	\$436.46	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 436.46
<b>Accommodation:</b>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00
<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	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00
<b>Other - Specify:</b>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00
<b>TOTALS</b>	\$ 436.46	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 436.46
Less Interim Claim							\$0.00
Less Purchasing Card							\$436.46
<b>BALANCE PAYABLE (to Claimant)</b>							<b>\$ 0.00</b>
Recoverable: yes <input type="checkbox"/> no <input type="checkbox"/> If yes, recoverable from							

I hereby certify that all the above expedit purposes stated above.

Date: 4 February 2014

I have examined the above expense claim

Date: Feb. 4 2014.