



City of Peterborough

PROFESSIONAL DEVELOPMENT, TRAVEL, AND HOSPITALITY EXPENSE CLAIM FORM

JOB TITLE: TDM Planner

This is an interim claim: first: second: This is a final claim:

PURPOSE, LOCATION, AND DATE(S):
Winter Cycling Congress, Winnipeg, MB February 10-14, 2014

Other Comments:
Some transportation costs shared [redacted] GreenUp to achieve better rate.

EXPENSES	Foreign Exchange \$	CDN TOTALS
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DATES (mmm dd/yy)	Feb 01/14						
Transportation:							
Personal Auto 59.1 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	\$128.00	\$39.90	\$35.03	\$0.00	\$0.00	\$0.00	\$ 202.93
- Air	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00
- Other taxi	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00
Registration:	\$25.00	\$20.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 45.00
Accommodation:	\$657.48	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 657.48
Meals: - Breakfast	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00
- Lunch	\$14.68	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 14.68
- Dinner	\$75.54	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 75.54
Other - Specify:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00
TOTALS	\$ 900.70	\$ 59.90	\$ 35.03	\$ 0.00	\$ 0.00	\$ 0.00	\$ 995.63
Less Interim Claim							\$0.00
Less Purchasing Card							\$935.95
BALANCE PAYABLE (to Claimant)							\$ 59.68
Recoverable: yes <input type="checkbox"/> no <input type="checkbox"/> If yes, recoverable from _____							

I hereby certify that all the above expendi for purposes stated above.

Date: _____

I have examined the above expense claim
Date: March 5, 2014



City of Peterborough

PROFESSIONAL DEVELOPMENT, TRAVEL, AND HOSPITALITY EXPENSE CLAIM FORM

JOB TITLE: TDM Planner

This is an interim claim: first: second: This is a final claim:

PURPOSE, LOCATION, AND DATE(S):
Winter Cycling Congress, Winnipeg, MB February 10-14, 2014

Other Comments:
Registration paid by accounts payable \$100.00

EXPENSES						Foreign Exchange \$	CDN TOTALS	
DATES (mmm dd/yy)	Dec 2013							
Transportation:								
Personal Auto 59.1 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	\$624.30	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 624.30	
- Other	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00	
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	\$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	\$ 624.30	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 624.30	
Less Interim Claim							\$0.00	
Less Purchasing Card							\$624.30	
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 are for purposes stated above.								
Date: <u>Jan 14, 2014</u>							Signature: _____	
I have examined the above and find it correct.								
Date: <u>January</u>							Signature: _____	