



City of Peterborough

PROFESSIONAL DEVELOPMENT, TRAVEL, AND HOSPITALITY EXPENSE CLAIM FORM

JOB TITLE: Urban Forestry Specialist

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

PURPOSE, LOCATION, AND DATE(S):
ISA Conference, Huntsville, February 14, 2014

Other Comments:
Guest Speaker, Accommodations were provided

| EXPENSES | | | | | | Foreign Exchange \$ | CDN TOTALS | |
|---|------------------------|------------------------|--------------------|--------------------|--------------------|---------------------|------------------|--|
| DATES (mmm dd/yy) | Feb 13/14 | Feb 14/14 | | | | | | |
| Transportation: | | | | | | | | |
| Personal Auto 60.8 cents/km | 208.00 km \$ 126.46 | 208.00 km \$ 126.46 | 0.00 km \$ 0.00 | 0.00 km \$ 0.00 | 0.00 km \$ 0.00 | | \$ 252.92 | |
| 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: | \$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 | \$ 126.46 | \$ 126.46 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 252.92 | |
| Less Interim Claim | | | | | | | \$0.00 | |
| Less Purchasing Card | | | | | | | \$0.00 | |
| BALANCE PAYABLE (to Claimant) | | | | | | | \$ 252.92 | |
| Recoverable: yes <input checked="" type="checkbox"/> no <input type="checkbox"/> If yes, recoverable from ISA providing refund of \$148.80 (see attached) | | | | | | | \$148.80 | |

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

Date: FEB 18 2014 Sign _____

I have examined the above expense claim and the same is correct.

Date: February 19, 2014 Sign _____