



# PROFESSIONAL DEVELOPMENT, TRAVEL, AND HOSPITALITY EXPENSE CLAIM FORM

City of  
Peterborough

JOB TITLE: Supervisor - Operations

This is an interim claim:  first:  second:

This is a final claim:

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

2014 Weed Inspector's Conference - Guelph, ON - April 10, 2014

**Other Comments:**

Supervisor - Parks & Forestry, Foreman - Horticulture

## EXPENSES

Foreign  
Exchange  
\$

CDN  
TOTALS

**DATES**  
(mmm dd/yy)

Apr 09/14

Apr 10/14

**Transportation:**

Personal Auto  
61.4 cents/km

0.00 km

0.00 km

0.00 km

0.00 km

0.00 km

\$ 0.00

\$ 0.00

\$ 0.00

\$ 0.00

\$ 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:**

\$0.00

\$0.00

\$0.00

\$0.00

\$0.00

\$0.00

\$ 0.00

**Accommodation:**

\$0.00

\$341.67

\$0.00

\$0.00

\$0.00

\$0.00

\$ 341.67

**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

\$40.17

\$0.00

\$0.00

\$0.00

\$0.00

\$0.00

\$ 40.17

**Other - Specify:**

\$0.00

\$0.00

\$0.00

\$0.00

\$0.00

\$0.00

\$ 0.00

**TOTALS**

\$ 40.17

\$ 341.67

\$ 0.00

\$ 0.00

\$ 0.00

\$ 0.00

\$ 381.84

Less Interim Claim

\$0.00

Less Purchasing Card

\$381.84

**BALANCE PAYABLE (to Claimant)**

\$ 0.00

Recoverable: yes  no  If yes, recoverable from

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

Date: APRIL 14/2014

I have examined the above expense claim and

Date: April 15/14