



City of Peterborough

PROFESSIONAL DEVELOPMENT, TRAVEL, AND HOSPITALITY EXPENSE CLAIM FORM

JOB TITLE:

Court Administration Clerk

This is an interim claim: first: second:

This is a final claim:

PURPOSE, LOCATION, AND DATE(S):

CAMS Training, Welland, ON April 10th to 11th, 2014

Other Comments:

EXPENSES						Foreign Exchange \$	CDN TOTALS	
DATES (mmm dd/yy)	Apr 10/14	Apr 11/14						
Transportation:								
Personal Auto 61.4 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	\$180.43	\$0.00	\$0.00	\$0.00	\$0.00	\$ 180.43	
- Parking	\$0.00	\$1.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 1.00	
- 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	\$134.26	\$0.00	\$0.00	\$0.00	\$0.00	\$ 134.26	
Meals: - Breakfast	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00	
- Lunch	\$0.00	\$9.35	\$0.00	\$0.00	\$0.00	\$0.00	\$ 9.35	
- Dinner	\$38.99	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 38.99	
Other - Specify:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00	
TOTALS	\$ 38.99	\$ 325.04	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 364.03	
Less Interim Claim								\$0.00
Less Purchasing Card								\$364.03

BALANCE PAYABLE (to Claimant)

Recoverable: yes no If yes, re

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

Date: Apr 30/14

I have examined the above expense claim

Date: Apr 30/14