



City of Peterborough

PROFESSIONAL DEVELOPMENT, TRAVEL, AND HOSPITALITY EXPENSE CLAIM FORM

JOB TITLE:

Revenue Administrator

This is an interim claim: first: second:

This is a final claim:

PURPOSE, LOCATION, AND DATE(S):

Ontario Municipal Tax and Revenue Association Spring Seminar Registration - April 13-15 at the Marriott Gateway, Niagara Falls

Other Comments:

EXPENSES						Foreign Exchange \$	CDN TOTALS	
DATES (mmm dd/yy)	Apr 13/14	Apr 14/14	Apr 15/14					
Transportation:								
Personal Auto 61.4 cents/km	0.00 km \$ 0.00	0.00 km \$ 0.00	595.00 km \$ 365.33	0.00 km \$ 0.00	0.00 km \$ 0.00		\$ 365.33	
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:	\$281.50	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 281.50	
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	\$ 281.50	\$ 0.00	\$ 365.33	\$ 0.00	\$ 0.00	\$ 0.00	\$ 646.83	
Less Interim Claim							\$0.00	
Less Purchasing Card							\$281.50	
BALANCE PAYABLE (to Claimant)							\$ 365.33	

Recoverable: yes no If yes, rec

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

Date: May 7 2014

I have examined the above expense claim:

Date: May 7, 2014



City of
Peterborough

PROFESSIONAL DEVELOPMENT, TRAVEL, AND HOSPITALITY EXPENSE CLAIM FORM

JOB TITLE: Revenue Administrator

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

PURPOSE, LOCATION, AND DATE(S):

Ontario Municipal Tax and Revenue Association Spring Seminar Registration - April 13-15, 2014 at the Marriott Gateway, Niagara Falls.

Other Comments:

EXPENSES						Foreign Exchange \$	CDN TOTALS	
DATES (mmm dd/yy)	Apr 13/14	Apr 14/14	Apr 15/14					
Transportation:								
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	
Registration:	\$339.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 339.00	
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	\$ 339.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 339.00	
Less Interim Claim							\$0.00	
Less Purchasing Card							\$339.00	
BALANCE PAYABLE (to Claimant)							\$ 0.00	

Recoverable: yes no If yes, rec

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

Date: Apr 2 2014

I have examined the above expense claim a

Date: April 4/2014