



City of  
Peterborough

# PROFESSIONAL DEVELOPMENT, TRAVEL, AND HOSPITALITY EXPENSE CLAIM FORM

JOB TITLE:

Co-ordinator, Waste Operations

This is an interim claim:  first:  second:

This is a final claim:

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

SWANA Spring Training Week, Oakville, ON from April 14-17, 2014

**Other Comments:**

EXPENSES						Foreign Exchange \$	CDN TOTALS
DATES (mmm dd/yy)							
<b>Transportation:</b>							
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
<b>Registration:</b>	\$1,231.70	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,231.70
<b>Accommodation:</b>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00
<b>Meals:</b> - 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
<b>Other - Specify:</b>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00
<b>TOTALS</b>	\$1,231.70	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$1,231.70
Less Interim Claim							\$0.00
Less Purchasing Card							\$1,231.70
<b>BALANCE PAYABLE (to Claimant)</b>							<b>\$ 0.00</b>

Recoverable: yes  no  If yes, rec:

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

Date: April 05/14

I have examined the above expense claim a

Date: April 05/14 April 8, 2014