



City of
Peterborough

PROFESSIONAL DEVELOPMENT, TRAVEL, AND HOSPITALITY EXPENSE CLAIM FORM

JOB TITLE:

Health and Safety Coordinator

This is an interim claim: first: second:

This is a final claim:

PURPOSE, LOCATION, AND DATE(S):
Waterloo OMHSRA general meeting

Other Comments:

due to distance drove there night before and stayed with family to avoid motel costs

EXPENSES						Foreign Exchange \$	CDN TOTALS
DATES (mmm dd/yy)	Aug 14/14	Aug 15/14					
Transportation:							
Personal Auto 64.5 cents/km	200.00 km \$ 129.00	200.00 km \$ 129.00	0.00 km \$ 0.00	0.00 km \$ 0.00	0.00 km \$ 0.00		\$ 258.00
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	\$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	\$20.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 20.00
- 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	\$ 149.00	\$ 129.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 278.00
Less Interim Claim							\$0.00
Less Purchasing Card							\$0.00
BALANCE PAYABLE (to Claimant)							\$ 278.00

Recoverable: yes no If yes, recoverable from