



City of Peterborough

PROFESSIONAL DEVELOPMENT, TRAVEL, AND HOSPITALITY EXPENSE CLAIM FORM

JOB TITLE:

Transit Operator

This is an interim claim: first: second:

This is a final claim:

PURPOSE, LOCATION, AND DATE(S):

Ontario Truck Training Courses, Oshawa, ON Sept. 2, 10, 11, 15, 19th, 2014

Other Comments:

EXPENSES						Foreign Exchange \$	CDN TOTALS	
DATES (mmm dd/yy)	Sep 02/14	Sep 10/14	Sep 11/14	Sep 15/19	Sep 19/14			
Transportation:								
Personal Auto 64.5 cents/km	160.12 km \$ 103.28	160.12 km \$ 103.28	160.12 km \$ 103.28	160.12 km \$ 103.28	160.12 km \$ 103.28		\$ 516.40	
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	\$1695.00	\$0.00	\$1,695.00	
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	\$ 103.28	\$ 103.28	\$ 103.28	\$ 103.28	\$1,798.28	\$ 0.00	\$2,211.40	
Less Interim Claim								\$0.00
Less Purchasing Card								\$1,695.00
BALANCE PAYABLE (to Claimant)								\$ 516.40

Recoverable: yes no If yes, re

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

Date: Sept 19 / 2014

I have examined the above expense claim

Date: 09/19/14

DATE 10/09/14