



City of
Peterborough

PROFESSIONAL DEVELOPMENT, TRAVEL, AND HOSPITALITY EXPENSE CLAIM FORM

JOB TITLE: Case Manager

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

PURPOSE, LOCATION, AND DATE(S):
SAMs End User Testing at 5700 Yonge St, Toronto ON. Dates: Monday, September 29th and Tuesday, September 30th

Other Comments:
Attended training with 3 other City of Peterborough employees.

EXPENSES						Foreign Exchange \$	CDN TOTALS	
DATES (mmm dd/yy)	Sep 29/14	Sep 30/14						
Transportation:								
Personal Auto 64.5 cents/km	200.00 km \$ 129.00	200 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	\$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	\$ 129.00	\$ 129.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 258.00	
Less Interim Claim							\$0.00	
Less Purchasing Card							\$0.00	
BALANCE PAYABLE (to Claimant)							\$ 258.00	
Recoverable: yes <input type="checkbox"/> no <input type="checkbox"/> If yes, recoverable from								

I hereby certify that all the above expenditures were disbursed on behalf of the Corporation of the City of Peterborough for purposes stated above.

Date: October 6, 2014

I have examined the above expense claim and

Date: October 14, 2014



City of Peterborough

PROFESSIONAL DEVELOPMENT, TRAVEL, AND HOSPITALITY EXPENSE CLAIM FORM

JOB TITLE: supervisor

This is an interim claim: first: second:

This is a final claim:

PURPOSE, LOCATION, AND DATE(S):

SSSMP User Acceptance Testing, 5700 Yonge St Toronto, September 29-October 3, 2014 inclusive

Other Comments:

Receipts for lunch are for myself and 3 other Social Services staff members on Sept 29, 30, Oct 1, 2, and for one less attendee on Oct 3.

EXPENSES						Foreign Exchange \$	CDN TOTALS	
DATES (mmm dd/yy)	Sep 29/14	Sep 30/14	Oct 01/14	Oct 02/14	Oct 03/14			
Transportation:								
Personal Auto 61 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	✓ \$18.00	✓ \$18.00	✓ \$18.00	✓ \$18.00	✓ \$18.00	\$0.00	\$ 90.00	
- 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	✓ \$50.34	✓ \$47.73	✓ \$52.84	✓ \$52.61	✓ 26.07	\$0.00	\$ 229.59	
- 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	\$ 68.34	\$ 65.73	\$ 70.84	\$ 70.61	\$ 44.07	\$ 0.00	\$ 319.59	
Less Interim Claim								\$0.00
Less Purchasing Card								\$319.59
BALANCE PAYABLE (to Claimant)								\$ 0.00

Recoverable: yes no If yes, recoverable from

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

Date: Nov 6, 2014

I have examined the above expense claim at

Date: Nov 7/14