



City of Peterborough

PROFESSIONAL DEVELOPMENT, TRAVEL, AND HOSPITALITY EXPENSE CLAIM FORM

JOB TITLE: **Manager, Emergency Management**

This is an interim claim: first: second:

This is a final claim:

PURPOSE, LOCATION, AND DATE(S):

Emergency Management Symposium, Toronto, Nov 11 - 14, 2014

Other Comments:

EXPENSES						Foreign Exchange \$	CDN TOTALS	
DATES (mmm dd/yy)	Nov 11/14	Nov 12/14	Nov 13/14	Nov 14/14				
Transportation:								
Personal Auto 61 cents/km	138.00 km \$ 84.18	24.00 km \$ 14.64	24.00 km \$ 14.64	160.00 km \$ 97.60	0.00 km \$ 0.00		\$ 211.06	
Rental Vehicle	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00	
- Parking	\$35.00	\$35.00	\$35.00	\$0.00	\$0.00	\$0.00	\$ 105.00	
- 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:	\$242.44	\$242.44	\$242.44	\$0.00	\$0.00	\$0.00	\$ 727.32	
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	\$37.77	\$35.09	\$0.00	\$0.00	\$0.00	\$ 72.86	
Other - Specify:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00	
TOTALS	\$ 361.62	\$ 329.85	\$ 327.17	\$ 97.60	\$ 0.00	\$ 0.00	\$1,116.24	
Less Interim Claim							\$0.00	
Less Purchasing Card							\$905.18	
BALANCE PAYABLE (to Claimant)							\$ 211.06	

Recoverable: yes no If yes, r

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

Date: Dec 2/14

I have examined the above expense claim

Date: Dec 3/14