



City of Peterborough

PROFESSIONAL DEVELOPMENT, TRAVEL, AND HOSPITALITY EXPENSE CLAIM FORM

JOB TITLE:

Waste Diversion Section Manager

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

PURPOSE, LOCATION, AND DATE(S):
 Ontario's Recyclers Workshop - November 26th and
 Promotion & Education (CIF Training) - November 27th at the novotel Hotel in Vaughan

Other Comments:
 Includes hotel accommodations and car rental for Waste Diversion Coordinator

EXPENSES						Foreign Exchange \$	CDN TOTALS
DATES (mmm dd/yy)	Nov 27/14						
Transportation:							
Personal Auto 63.0 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	\$182.54	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 182.54
- 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:	\$157.07	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 157.07
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	\$ 339.61	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 339.61
Less Interim Claim							\$0.00
Less Purchasing Card							\$339.61
BALANCE PAYABLE (to Claimant)							\$ 0.00

Recoverable: yes no If yes, recc

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

Date: _____

I have examined the above expense claim at

Date: January 23, 2015