



City of  
Peterborough

# PROFESSIONAL DEVELOPMENT, TRAVEL, AND HOSPITALITY EXPENSE CLAIM FORM

JOB TITLE:

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

**PURPOSE, LOCATION, AND DATE(S):**  
ACT Canada Sustainable Mobility Conference, December 2, 2014

**Other Comments:**

EXPENSES						Foreign Exchange \$	CDN TOTALS
DATES (mmm dd/yy)	Dec 02/14						
<b>Transportation:</b>							
Personal Auto 61 cents/km	200 km \$ 122.00	0.00 km \$ 0.00	0.00 km \$ 0.00	0.00 km \$ 0.00	0.00 km \$ 0.00		\$ 122.00
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
<b>Registration:</b>	\$497.20	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 497.20
<b>Accommodation:</b>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00
<b>Meals:</b> - 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
<b>Other - Specify:</b>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00
<b>TOTALS</b>	\$ 619.20	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 619.20
Less Interim Claim							\$0.00
Less Purchasing Card							\$497.20
<b>BALANCE PAYABLE (to Claimant)</b>							<b>\$ 122.00</b>

Recoverable: yes  no  If yes, recd

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

Date: Dec 9, 2014

I have examined the above expense claim a

Date: Dec 10 / 2014