



City of
Peterborough

PROFESSIONAL DEVELOPMENT, TRAVEL, AND HOSPITALITY EXPENSE CLAIM FORM

JOB TITLE:

Manager, Court Services

This is an interim claim: first: second:

This is a final claim:

PURPOSE, LOCATION, AND DATE(S):

Annual Municipal Court Managers Association (MCMA) Conference, Toronto, ON May 24-27, 2015

Other Comments:

Registration paid by cheque prior to date of travel

EXPENSES						Foreign Exchange \$	CDN TOTALS	
DATES (mmm dd/yy)	May 24/15	May 25/15	May 26/15	May 27/15				
Transportation:								
Personal Auto 53.4 cents/km	148.00 km \$ 79.03	0.00 km \$ 0.00	0.00 km \$ 0.00	148.00 km \$ 79.03	0.00 km \$ 0.00		\$ 158.06	
Rental Vehicle	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00	
- Parking	\$50.00	\$50.00	\$50.00	\$0.00	\$0.00	\$0.00	\$ 150.00	
- 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:	\$400.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 400.00	
Accommodation:	\$186.76	\$186.76	\$186.76	\$0.00	\$0.00	\$0.00	\$ 560.28	
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	\$ 715.79	\$ 236.76	\$ 236.76	\$ 79.03	\$ 0.00	\$ 0.00	\$1,268.34	
Less Interim Claim								\$400.00
Less Purchasing Card								\$710.28
BALANCE PAYABLE (to Claimant)								\$ 158.06

Recoverable: yes no If yes, rec:

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

Date: June 1, 2015

I have examined the above expense claim a

Date: 13 July 2015



City of Peterborough

PROFESSIONAL DEVELOPMENT, TRAVEL, AND HOSPITALITY EXPENSE CLAIM FORM

JOB TITLE: **Manager, Court Services**

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

PURPOSE, LOCATION, AND DATE(S):
Annual Municipal Court Managers Association Conference, Toronto, On May 24-27 2015 *JP*

Other Comments:
Room reservation deposit

EXPENSES						Foreign Exchange \$	CDN TOTALS
DATES (mmm dd/yy)							
Transportation:							
Personal Auto 53.4 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	\$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:	\$186.76	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 186.76
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	\$ 186.76	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 186.76
Less Interim Claim							\$0.00
Less Purchasing Card							\$186.76
BALANCE PAYABLE (to Claimant)							\$ 0.00
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: May 5, 2015

I have examined the above expense claim a

Date: May 7, 2015