



City of Peterborough

PROFESSIONAL DEVELOPMENT, TRAVEL, AND HOSPITALITY EXPENSE CLAIM FORM

JOB TITLE:

Manager of Staffing and Logistics

This is an interim claim: first: second:

This is a final claim:

PURPOSE, LOCATION, AND DATE(S):

FDM User Group Training, Crowne Plaza Airport Hotel, Toronto, May 26-28, 2015

Other Comments:

Includes one staff person from Peterborough Technology Services.

EXPENSES						Foreign Exchange \$	CDN TOTALS
DATES (mmm dd/yy)	May 27/15	May 28/15					
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:	\$418.10	\$418.10	\$0.00	\$0.00	\$0.00	\$0.00	\$ 836.20
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	\$ 418.10	\$ 418.10	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 836.20
Less Interim Claim							
Less Purchasing Card							
BALANCE PAYABLE (to Claimant)							\$ 0.00

Recoverable: yes no If yes, rec:

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

Date: Aug 17/15

I have examined the above expense claim a

Date: Aug 19/15



City of
Peterborough

PROFESSIONAL DEVELOPMENT, TRAVEL, AND HOSPITALITY EXPENSE CLAIM FORM

JOB TITLE: **Manager of Staffing and Logistics**

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

PURPOSE, LOCATION, AND DATE(S):
FDM Training, Crowne Plaza Airport Hotel, Toronto, May 26-28, 2015

Other Comments:

EXPENSES						Foreign Exchange \$	CDN TOTALS	
DATES (mmm dd/yy)	May 26/15	May 27/15	May 28/15					
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	\$5.00	\$5.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 10.00	
- 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 407 etr charge	\$0.00	\$0.00	\$24.58	\$0.00	\$0.00	\$0.00	\$ 24.58	
Registration:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00	
Accommodation:	\$134.47	\$134.47	\$0.00	\$0.00	\$0.00	\$0.00	\$ 268.94	
Meals: - Breakfast	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00	
- Lunch	\$0.00	\$18.81	\$21.09	\$0.00	\$0.00	\$0.00	\$ 39.90	
- Dinner	\$0.00	\$23.73	\$5.00	\$0.00	\$0.00	\$0.00	\$ 28.73	
Other - Specify: coffee	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00	
TOTALS	\$ 139.47	\$ 182.01	\$ 50.67	\$ 0.00	\$ 0.00	\$ 0.00	\$ 372.15	
Less Interim Claim							\$ 0.00	
Less Purchasing Card							\$372.15	
BALANCE PAYABLE (to Claimant)							\$ 0.00	

Recoverable: yes no If yes, re

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

Date: M. Mack

I have examined the above expense claim

Date: Aug 14 / 15