



City of Peterborough

PROFESSIONAL DEVELOPMENT, TRAVEL, AND HOSPITALITY EXPENSE CLAIM FORM

JOB TITLE: Sampling Technician

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

PURPOSE, LOCATION, AND DATE(S):

Attended Industrial Unit Processing course in Toronto, Ontario organized by Municipal Enforcement Sewer Use Group (MESUG). Course held from June 8 - June 11, 2015.

Other Comments:

Expenses on this form were paid for using Purchasing Card of the Chief Environmental Officer. Registration for the course (\$450.00) was paid via "Cheque Request".

EXPENSES						Foreign Exchange \$	CDN TOTALS	
DATES (mmm dd/yy)	Jun 07/15	Jun 09/15	Jun 10/15	Jun 11/15				
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	\$237.48	\$0.00	\$ 237.48	
- 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 Fuel	\$45.76	\$0.00	\$25.04	\$0.00	\$0.00	\$0.00	\$ 70.80	
Registration:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00	
Accommodation:	\$0.00	\$137.51	\$0.00	\$0.00	\$0.00	\$0.00	\$ 137.51	
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	\$ 45.76	\$ 137.51	\$ 25.04	\$ 0.00	\$ 237.48	\$ 0.00	\$ 445.79	
Less Interim Claim								\$0.00
Less Purchasing Card								\$445.79
BALANCE PAYABLE (to Claimant)								\$ 0.00
Recoverable: yes <input type="checkbox"/> no <input checked="" 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: 2015-07-03

I have examined the above expense claim a

Date: July 6 / 15



City of Peterborough

PROFESSIONAL DEVELOPMENT, TRAVEL, AND HOSPITALITY EXPENSE CLAIM FORM

JOB TITLE:

Sampling Technician

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PURPOSE, LOCATION, AND DATE(S):

Attended Industrial Unit Processing course in Toronto, Ontario organized by Municipal Enforcement Sewer Use Group (MESUG). Course held from June 8 - June 11, 2015.

Other Comments:

Meals include dinner evening of June 8, 2015 and breakfast morning of June 9, 2015. All other meals included in course fee. All other expenses (hotel, rental car, and fuel) paid using corporate VISA.

EXPENSES						Foreign Exchange \$	CDN TOTALS
DATES (mmm dd/yy)	Jun 11/15						
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:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00
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: 407 Tolls	\$51.23	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 51.23
TOTALS	\$ 51.23	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 51.23
Less Interim Claim							\$0.00
Less Purchasing Card							\$51.23
BALANCE PAYABLE (to Claimant)							\$ 0.00

Recoverable: yes no If yes, rec

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

Date: 2015-08-10

I have examined the above expense claim and

Date: Aug. 12 / 15