



City of
Peterborough

PROFESSIONAL DEVELOPMENT, TRAVEL, AND HOSPITALITY EXPENSE CLAIM FORM

JOB TITLE: WWTP Operator

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

PURPOSE, LOCATION, AND DATE(S):

One WWTP Operator attended a Hands-On Wastewater Training Course at the Wasaga Beach Wastewater Treatment Plant, 30 Woodland Dr., Wasaga Beach, ON., L9Z 2V4 on June 16th & June 17th

Other Comments:

Lunches were included in the registration fee. Registration was paid for by a City purchasing card.

EXPENSES						Foreign Exchange \$	CDN TOTALS	
DATES (mmm dd/yy)	Jun 15/15	Jun 16/15	Jun 17/15					
Transportation:								
Personal Auto 53.4 cents/km	193.00 km \$ 103.06	9.00 km \$ 4.81	206.00 km \$ 110.00	0.00 km \$ 0.00	0.00 km \$ 0.00		\$ 217.87	
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:	\$450.87	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 450.87	
Accommodation:	\$0.00	\$0.00	\$268.94	\$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	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00	
- Dinner	\$33.90	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 33.90	
Other - Specify:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00	
TOTALS	\$ 587.83	\$ 4.81	\$ 378.94	\$ 0.00	\$ 0.00	\$ 0.00	\$ 971.58	
Less Interim Claim							\$520.71	
Less Purchasing Card							\$450.87	
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 expenditure purposes stated above.

Date: June 25/15

I have examined the above expense claim and

Date: June 25/15