



City of Peterborough

PROFESSIONAL DEVELOPMENT, TRAVEL, AND HOSPITALITY EXPENSE CLAIM FORM

JOB TITLE: *Education Officer*

This is an interim claim: first: second:

This is a final claim:

PURPOSE, LOCATION, AND DATE(S):

To attend Toronto International Film Festival (TIFF) Sept. 18-19th 2015

Other Comments:

EXPENSES

Foreign Exchange \$

CDN TOTALS

DATES (mmm dd/yy)	EXPENSES					Foreign Exchange \$	CDN TOTALS	
	Sep 18/15	Sep 19/15						
Transportation:								
Personal Auto 58.6 cents/km	80.00 km \$ 46.88	80.00 km \$ 46.88	0.00 km \$ 0.00	0.00 km \$ 0.00	0.00 km \$ 0.00		\$ 93.76	
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 GO train	\$0.00	\$20.50	\$0.00	\$0.00	\$0.00	\$0.00	\$ 20.50	
Registration:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00	
Accommodation:	\$172.84	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 172.84	
Meals: - Breakfast	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00	
- Lunch	\$0.00	\$4.75	\$0.00	\$0.00	\$0.00	\$0.00	\$ 4.75	
- 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	\$ 219.72	\$ 72.13	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 291.85	
Less Interim Claim								\$0.00
Less Purchasing Card								\$198.09
BALANCE PAYABLE (to Claimant)								\$ 93.76

Recoverable: yes no If yes, recov

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

Date: *Sept 30/2015*

I have examined the above expense claim and

Date: *Sept 30/15*



City of
Peterborough

PROFESSIONAL DEVELOPMENT, TRAVEL, AND HOSPITALITY EXPENSE CLAIM FORM

JOB TITLE: Curatorial Assistant

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

PURPOSE, LOCATION, AND DATE(S):

To attend the Toronto International Film Festival to select films for the MUSE International Fine Film series, presented by the Peterborough Museum & Archives on September 18 & 19, 2015 in Toronto, ON.

Other Comments:

Education Officer

EXPENSES						Foreign Exchange \$	CDN TOTALS	
DATES (mmm dd/yy)	Sep 18/15	Sep 19/15						
Transportation:								
Personal Auto 58.6 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 GO Train & Taxi	\$30.50	\$11.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 41.50	
Registration:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00	
Accommodation:	\$172.84	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 172.84	
Meals: - Breakfast	\$0.00	\$15.54	\$0.00	\$0.00	\$0.00	\$0.00	\$ 15.54	
- Lunch	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00	
- Dinner	\$49.94	\$41.03	\$0.00	\$0.00	\$0.00	\$0.00	\$ 90.97	
Other - Specify:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00	
TOTALS	\$ 253.28	\$ 67.57	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 320.85	
Less Interim Claim								\$0.00
Less Purchasing Card								\$299.85
BALANCE PAYABLE (to Claimant)								\$ 21.00

Recoverable: yes no If yes, rec

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

Date: September 29, 2015

I have examined the above expense claim &

Date: Sept 30/15