



City of
Peterborough

PROFESSIONAL DEVELOPMENT, TRAVEL, AND HOSPITALITY EXPENSE CLAIM FORM

JOB TITLE: Social Services Supervisor

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

PURPOSE, LOCATION, AND DATE(S):
Dialectical Behaviour Therapy Workshop in Toronto, ON - October 5th Travel, October 6th training

Other Comments:
Attendees: Social Services Supervisor, and 3 Case Managers

EXPENSES						Foreign Exchange \$	CDN TOTALS
DATES (mmm dd/yy)	Oct 05/15	Oct 06/15					
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	\$198.88	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 198.88
- 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:	\$359.60	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 359.60
Meals: - Breakfast	\$0.00	\$23.15	\$0.00	\$0.00	\$0.00	\$0.00	\$ 23.15
- Lunch	\$0.00	\$45.47	\$0.00	\$0.00	\$0.00	\$0.00	\$ 45.47
- Dinner	\$120.60	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 120.60
Other - Specify:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00
TOTALS	\$ 679.08	\$ 68.62	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 747.70
Less Interim Claim							\$0.00
Less Purchasing Card							\$747.70
BALANCE PAYABLE (to Claimant)							\$ 0.00

Recoverable: yes no If yes, recoverable from

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

Date: Oct 28. 15

I have examined the above expense claim ar

Date: Oct 28/15.



City of
Peterborough

PROFESSIONAL DEVELOPMENT, TRAVEL, AND HOSPITALITY EXPENSE CLAIM FORM

JOB TITLE:

Social Services Supervisor, 3 Case Managers

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

PURPOSE, LOCATION, AND DATE(S):

Dialectical Behaviour Therapy Workshop in Toronto, ON - October 6 2015

Other Comments:

Registration Fees for Social Services Supervisor, and 3 Case Managers

EXPENSES						Foreign Exchange \$	CDN TOTALS	
DATES (mmm dd/yy)	Sep 30/15							
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	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00	
Registration:	\$1,100.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,100.00	
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:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00	
TOTALS	\$1,100.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$1,100.00	
Less Interim Claim								\$0.00
Less Purchasing Card								\$1,100.00
BALANCE PAYABLE (to Claimant)								\$ 0.00

Recoverable: yes no If yes, recoverable from

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

Date: Nov 4, 2015

I have examined the above expense claim and

Date: Nov 5/15