



City of Peterborough

## PROFESSIONAL DEVELOPMENT, TRAVEL, AND HOSPITALITY EXPENSE CLAIM FORM

**JOB TITLE:** Transit Operations Supervisors

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

**PURPOSE, LOCATION, AND DATE(S):**  
RouteMatch Training in Atlanta,GA for 2 Transit Operations Supervisors Oct 26-29,2015

**Other Comments:**

EXPENSES						Foreign Exchange \$	CDN TOTALS
DATES (mmm dd/yy)	Oct 29/15	Oct 29/15	Oct 30/15				
<b>Transportation:</b>							
Personal Auto 53.3 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	\$120.00	\$0.00	\$0.00	\$0.00	\$ 120.00
- 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
<b>Registration:</b>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00
<b>Accommodation:</b>	\$956.82	\$956.82	\$0.00	\$0.00	\$0.00	\$0.00	\$1,913.64
<b>Meals:</b> - 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
<b>Other – Specify:</b>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00
<b>TOTALS</b>	\$ 956.82	\$ 956.82	\$ 120.00	\$ 0.00	\$ 0.00	\$ 0.00	\$2,033.64
Less Interim Claim							\$0.00
Less Purchasing Card							\$2,033.64
<b>BALANCE PAYABLE (to Claimant)</b>							<b>\$ 0.00</b>

Recoverable: yes  no  If yes, recoverable from \_\_\_\_\_

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

Date: DEC 8, 2015

I have examined the above expense claim and

Date: 12/11/15



City of Peterborough

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PURPOSE, LOCATION, AND DATE(S):  
RouteMatch Training in Atlanta, GA for 2 Transit Operations Supervisors Oct 26-29, 2015

Other Comments:

EXPENSES						Foreign Exchange \$	CDN TOTALS	
DATES (mmm dd/yy)	Oct 26/15	Oct 28/15	Oct 29/15					
<b>Transportation:</b>								
Personal Auto 53.3 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 Taxi	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00	
<b>Registration:</b>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00	
<b>Accommodation:</b>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00	
<b>Meals:</b> - 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	
<b>Other - Specify:</b> Baggage Fee	\$0.00	\$0.00	\$26.20	\$0.00	\$0.00	\$0.00	\$ 26.20	
<b>TOTALS</b>	\$ 0.00	\$ 0.00	\$ 26.20	\$ 0.00	\$ 0.00	\$ 0.00	\$ 26.20	
Less Interim Claim								\$0.00
Less Purchasing Card								\$0.00
<b>BALANCE PAYABLE (to Claimant)</b>								<b>\$ 26.20</b>
Recoverable: yes <input type="checkbox"/> no <input type="checkbox"/> If yes, recoverable from								

I hereby certify that all the above expenditures were disbursed on behalf of the City of Peterborough for the purposes stated above.

Date: Nov 10/15

I have examined the above expense claim and

Date: 11/10/15



City of Peterborough

# PROFESSIONAL DEVELOPMENT, TRAVEL, AND HOSPITALITY EXPENSE CLAIM FORM

JOB TITLE: Transit Operations Supervisors

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**PURPOSE, LOCATION, AND DATE(S):**  
RouteMatch Training in Atlanta,GA for 2 Transit Operations Supervisors Oct 26-29,2015

**Other Comments:**

EXPENSES						Foreign Exchange \$	CDN TOTALS	
DATES (mmm dd/yy)	Oct 26/15	Oct 28/15	Oct 29/15					
<b>Transportation:</b>								
Personal Auto 53.3 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 Taxi	\$52.54	\$52.59	\$0.00	\$0.00	\$0.00	\$0.00	\$ 105.13	
<b>Registration:</b>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00	
<b>Accommodation:</b>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00	
<b>Meals:</b> - 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	
<b>Other – Specify: Baggage Fee</b>	\$56.50	\$0.00	\$26.20	\$0.00	\$0.00	\$0.00	\$ 82.70	
<b>TOTALS</b>	\$ 109.04	\$ 52.59	\$ 26.20	\$ 0.00	\$ 0.00	\$ 0.00	\$ 187.83	
Less Interim Claim								\$0.00
Less Purchasing Card								\$0.00
<b>BALANCE PAYABLE (to Claimant)</b>								<b>\$ 187.83</b>

Recoverable: yes  no  If yes, recoverable amount: \_\_\_\_\_

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

Date: 11/10/15

I have examined the above expense claim and it is correct.

Date: 11/10/15