



City of
Peterborough

PROFESSIONAL DEVELOPMENT, TRAVEL, AND HOSPITALITY EXPENSE CLAIM FORM

JOB TITLE:

Director, Planning and Development
Services Department

This is an interim claim: first: second:

This is a final claim:

PURPOSE, LOCATION, AND DATE(S):

Ontario Not-for-Profit Housing Association - Large Provider Forum, held in Los Angeles / San Diego, California, USA, from February 1, 2016 to February 5, 2016

Other Comments:

Travelled to California on January 30, 2016 to ensure timely arrival for beginning of conference on the morning of February 1, 2016 and to obtain the most economical pricing.

THIS IS PAGE ONE OF TWO PAGES

EXPENSES						Foreign Exchange \$	CDN TOTALS	
DATES (mmm dd/yy)	Jan 30/16	Jan 31/16	Feb 01/16	Feb 02/16	Feb 03/16			
Transportation:								
Personal Auto 52.9 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 cab	\$302.93	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 302.93	
Registration:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00	
Accommodation:	\$375.55	\$375.55	\$375.55	\$375.55	\$345.86	\$0.00	\$1,848.06	
Meals: - Breakfast	\$0.00	\$0.00	\$0.00	\$6.50	\$6.41	\$0.00	\$ 12.91	
- Lunch	\$35.78	\$0.00	\$0.00	\$0.00	\$39.70	\$0.00	\$ 75.48	
- Dinner	\$13.43	\$37.65	\$0.00	\$38.84	\$29.94	\$0.00	\$ 119.86	
Other – Specify:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00	
TOTALS	\$ 727.69	\$ 413.20	\$ 375.55	\$ 420.89	\$ 421.91	\$ 0.00	\$2,359.24	
Less Interim Claim								\$0.00
Less Purchasing Card								\$2,293.25
BALANCE PAYABLE (to Claimant)								\$ 65.99

Recoverable: yes no If yes, recov

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

Date: March 17, 2016

I have examined the above expense claim and

Date: March 17, 2016



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THIS IS PAGE TWO OF TWO PAGES

EXPENSES						Foreign Exchange \$	CDN TOTALS	
DATES (mmm dd/yy)	Feb 04/16	Feb 05/16						
Transportation:								
Personal Auto 52.9 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 cab/shuttle	\$0.00	\$242.35	\$0.00	\$0.00	\$0.00	\$0.00	\$ 242.35	
Registration:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00	
Accommodation:	\$345.86	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 345.86	
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	\$54.27	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 54.27	
Other - Specify:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00	
TOTALS	\$ 400.13	\$ 242.35	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 642.48	
Less Interim Claim								\$0.00
Less Purchasing Card								\$642.48
BALANCE PAYABLE (to Claimant)								\$ 0.00

Recoverable: yes no If yes, re:

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

Date: March 17, 2016

I have examined the above expense claim

Date: March 17, 2016