



City of Peterborough

PROFESSIONAL DEVELOPMENT, TRAVEL, AND HOSPITALITY EXPENSE CLAIM FORM

JOB TITLE: Sr Program Analyst

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

PURPOSE, LOCATION, AND DATE(S):
Community Engagement Conference March 9, 10 and 11, 2016

Other Comments:

EXPENSES						Foreign Exchange \$	CDN TOTALS
DATES (mmm dd/yy)	Mar 08/16	Mar 09/16	Mar 10/16	Mar 11/16			
Transportation:							
Personal Auto 52.9 cents/km	271.00 km \$ 143.36	0.00 km \$ 0.00	0.00 km \$ 0.00	271.00 km \$ 143.36	0.00 km \$ 0.00		\$ 286.72
Rental Vehicle	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00
- Parking	\$23.73	\$0.00	\$47.46	\$47.46	\$0.00	\$0.00	\$ 118.65
- 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:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00
Accommodation:	\$0.00	\$243.26	\$243.26	\$0.00	\$0.00	\$0.00	\$ 486.52
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	\$22.54	\$0.00	\$11.87	\$0.00	\$0.00	\$0.00	\$ 34.41
Other - Specify:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00
TOTALS	\$ 189.63	\$ 243.26	\$ 302.59	\$ 190.82	\$ 0.00	\$ 0.00	\$ 926.30
Less Interim Claim							\$0.00
Less Purchasing Card							605.17
BALANCE PAYABLE (to Claimant)							\$321.13

Recoverable: yes no If yes, rec:

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

Date: March 21/16

I have examined the above expense claim a

Date: April 6/16



City of
Peterborough

PROFESSIONAL DEVELOPMENT, TRAVEL, AND HOSPITALITY EXPENSE CLAIM FORM

JOB TITLE: Senior Program Analyst

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

PURPOSE, LOCATION, AND DATE(S):

Community Engagement - The Next Generation Conference. Ottawa, Ontario. March 9 -11, 2016

Other Comments:

Hotel Accommodations for March 8th, 2016.

EXPENSES						Foreign Exchange \$	CDN TOTALS	
DATES (mmm dd/yy)	Feb 12/16							
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	\$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:	\$252.57	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 252.57	
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	\$ 252.57	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 252.57	
Less Interim Claim								\$0.00
Less Purchasing Card								\$252.57
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 expenditures are for the purposes stated above.

Date: March 1, 2016

I have examined the above expense claim and find it valid.

Date: March 4/16



City of Peterborough

PROFESSIONAL DEVELOPMENT, TRAVEL, AND HOSPITALITY EXPENSE CLAIM FORM

JOB TITLE: Senior Program Analyst

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

PURPOSE, LOCATION, AND DATE(S):
Community Engagement - The Next Generation Conference. Ottawa, Ontario. March 9 -11, 2016

Other Comments:
Registration Fee

EXPENSES						Foreign Exchange \$	CDN TOTALS	
DATES (mmm dd/yy)	Feb 10/16							
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	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00	
Registration:	\$695.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 695.00	
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	\$ 695.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 695.00	
Less Interim Claim								\$0.00
Less Purchasing Card								\$695.00
BALANCE PAYABLE (to Claimant)								\$ 0.00

Recoverable: yes no If yes, recc

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

Date: Feb 24, 2016

I have examined the above expense claim at

Date: March 4/16