



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):**  
 Association of University Research Parks - 2016 Spring Training Meeting, Phoenix, AZ, USA, from April 11, 2016 to April 14, 2016

**Other Comments:**

| EXPENSES  |                    |                    |                    |                    |                    | Foreign Exchange \$ | CDN TOTALS |            |
|---|--------------------|--------------------|--------------------|--------------------|--------------------|---------------------|------------|------------|
| DATES (mmm dd/yy)   | Apr 11/16          | Apr 12/16          | Apr 13/16          | Apr 14/16          |                    |                     |            |            |
| <b>Transportation:</b>  |                    |                    |                    |                    |                    |                     |            |            |
| Personal Auto<br>52.9 cents/km  | 0.00 km<br>\$ 0.00 | 0.00 km<br>\$ 0.00 | 0.00 km<br>\$ 0.00 | 0.00 km<br>\$ 0.00 | 0.00 km<br>\$ 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 shuttle to/from Toronto Airport   | \$217.53           | \$0.00             | \$0.00             | \$217.52           | \$0.00             | \$0.00              | \$ 435.05  |            |
| <b>Registration:</b>  | \$0.00             | \$0.00             | \$0.00             | \$0.00             | \$0.00             | \$0.00              | \$ 0.00    |            |
| <b>Accommodation:</b>   | \$303.83           | \$303.84           | \$303.84           | \$0.00             | \$0.00             | \$0.00              | \$ 911.51  |            |
| <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             | \$62.33            | \$110.94           | \$0.00             | \$0.00             | \$0.00              | \$ 173.27  |            |
| <b>Other – Specify: additional charge for luggage</b>   | \$26.25            | \$0.00             | \$0.00             | \$26.11            | \$0.00             | \$0.00              | \$ 52.36   |            |
| <b>TOTALS</b>   | \$ 547.61          | \$ 366.17          | \$ 414.78          | \$ 243.63          | \$ 0.00            | \$ 0.00             | \$1,572.19 |            |
| Less Interim Claim  |                    |                    |                    |                    |                    |                     |            | \$0.00     |
| Less Purchasing Card  |                    |                    |                    |                    |                    |                     |            | \$1,572.19 |
| <b>BALANCE PAYABLE (to Claimant)</b>  |                    |                    |                    |                    |                    |                     |            | \$ 0.00    |
| Recoverable: yes <input type="checkbox"/> no <input checked="" type="checkbox"/> If yes, recoverable from |                    |                    |                    |                    |                    |                     |            |            |

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

Date: May 2/16

Signature:

I have examined the above expense



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):**  
Association of University Research Parks - 2016 Spring Training Meeting, Phoenix, AZ, USA, from April 11, 2016 to April 14, 2016

**Other Comments:**

| EXPENSES                             |                    |                    |                    |                    |                    | Foreign Exchange \$ | CDN TOTALS |            |
|--------------------------------------|--------------------|--------------------|--------------------|--------------------|--------------------|---------------------|------------|------------|
| DATES (mmm dd/yy)                    |                    |                    |                    |                    |                    |                     |            |            |
| <b>Transportation:</b>               |                    |                    |                    |                    |                    |                     |            |            |
| Personal Auto<br>52.9 cents/km       | 0.00 km<br>\$ 0.00 | 0.00 km<br>\$ 0.00 | 0.00 km<br>\$ 0.00 | 0.00 km<br>\$ 0.00 | 0.00 km<br>\$ 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                                | \$696.45           | \$0.00             | \$0.00             | \$0.00             | \$0.00             | \$0.00              | \$ 696.45  |            |
| - Other                              | \$0.00             | \$0.00             | \$0.00             | \$0.00             | \$0.00             | \$0.00              | \$ 0.00    |            |
| <b>Registration:</b>                 | \$1,357.42         | \$0.00             | \$0.00             | \$0.00             | \$0.00             | \$0.00              | \$1,357.42 |            |
| <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>              | \$0.00             | \$0.00             | \$0.00             | \$0.00             | \$0.00             | \$0.00              | \$ 0.00    |            |
| <b>TOTALS</b>                        | \$2,053.87         | \$ 0.00            | \$ 0.00            | \$ 0.00            | \$ 0.00            | \$ 0.00             | \$2,053.87 |            |
| Less Interim Claim                   |                    |                    |                    |                    |                    |                     |            | \$0.00     |
| Less Purchasing Card                 |                    |                    |                    |                    |                    |                     |            | \$2,053.87 |
| <b>BALANCE PAYABLE (to Claimant)</b> |                    |                    |                    |                    |                    |                     |            | \$ 0.00    |

Recoverable: yes  no  If yes, recc

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

Date: April 5, 2016

I have examined the above expense claim at

Date: April 7, 2016