



City of  
Peterborough

# PROFESSIONAL DEVELOPMENT, TRAVEL, AND HOSPITALITY EXPENSE CLAIM FORM

JOB TITLE:

Director, Art Gallery of Peterborough

This is an interim claim:  first:  second:

This is a final claim:

PURPOSE, LOCATION, AND DATE(S):  
CAMDO Conference May 13-18, 2016

Other Comments:

EXPENSES						Foreign Exchange \$	CDN TOTALS	
DATES (mmm dd/yy)	May 13/16	May 14/16	May 15/16	May 18/16				
<b>Transportation:</b>								
Personal Auto 51.9 cents/km	140.00 km \$ 72.66	0.00 km \$ 0.00	0.00 km \$ 0.00	140.00 km \$ 72.66	0.00 km \$ 0.00		\$ 145.32	
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	\$140.70	\$0.00	\$0.00	\$0.00	\$ 140.70	
- Air	\$750.13	\$0.00	\$0.00	\$0.00	\$28.25	\$0.00	\$ 778.38	
- Other taxis	\$25.80	\$30.00	\$12.50	\$59.00	\$0.00	\$0.00	\$ 127.30	
<b>Registration:</b>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00	
<b>Accommodation:</b>	\$652.04	\$0.00	\$0.00	\$552.00	\$0.00	\$0.00	\$1,204.04	
<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>	\$1,500.63	\$ 30.00	\$ 153.20	\$ 683.66	\$ 28.25	\$ 0.00	\$2,395.74	
Less Interim Claim							\$0.00	
Less Purchasing Card							\$2,215.62	
<b>BALANCE PAYABLE (to Claimant)</b>							<b>\$ 180.12</b>	

Recoverable: yes  no  If yes, rec

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

Date: June 14, 2016

I have examined the above expense claim :

Date: June 16/2016



City of Peterborough

# PROFESSIONAL DEVELOPMENT, TRAVEL, AND HOSPITALITY EXPENSE CLAIM FORM

JOB TITLE: Director, Art Gallery of Peterborough

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

**PURPOSE, LOCATION, AND DATE(S):**  
CAMDO Conference registration fee

**Other Comments:**

EXPENSES						Foreign Exchange \$	CDN TOTALS	
DATES (mmm dd/yy)	May 14/16							
<b>Transportation:</b>								
Personal Auto 51.9 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	
<b>Registration:</b>	\$350.40	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 350.40	
<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>	\$ 350.40	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 350.40	
Less Interim Claim								\$0.00
Less Purchasing Card								\$350.40
<b>BALANCE PAYABLE (to Claimant)</b>								<b>\$ 0.00</b>
Recoverable: yes <input type="checkbox"/> no <input checked="" type="checkbox"/> If yes, recoverable from								

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

Date: May 25 / 16

I have examined the above expense claim and

Date: June 3 / 16