



City of Peterborough

PROFESSIONAL DEVELOPMENT, TRAVEL, AND HOSPITALITY EXPENSE CLAIM FORM

JOB TITLE: Curatorial Assistant

This is an interim claim: first: second:

This is a final claim:

PURPOSE, LOCATION, AND DATE(S):

To attend the Toronto International Film Festival to select films for the MUSE International Fine Film series, presented by the Peterborough Museum & Archives on September 16 & 17, 2016 in Toronto, ON.

Other Comments:

Education Officer

EXPENSES						Foreign Exchange \$	CDN TOTALS	
DATES (mmm dd/yy)	Sep 16/16	Sep 17/16						
Transportation:								
Personal Auto 54.3 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 GO Train & Taxi	\$20.85	\$46.85	\$0.00	\$0.00	\$0.00	\$0.00	\$ 67.70	
Registration:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00	
Accommodation:	\$178.64	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 178.64	
Meals: - Breakfast	\$0.00	\$10.17	\$0.00	\$0.00	\$0.00	\$0.00	\$ 10.17	
- Lunch	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00	
- Dinner	\$50.00	\$22.60	\$0.00	\$0.00	\$0.00	\$0.00	\$ 72.60	
Other - Specify:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00	
TOTALS	\$ 249.49	\$ 79.62	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 329.11	
Less Interim Claim								\$0.00
Less Purchasing Card								\$283.11
BALANCE PAYABLE (to Claimant)								\$ 46.00

Recoverable: yes no If yes, recoverable from _____

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

Date: September 29, 2016 S

I have examined the above expense claim and the

Date: Sept 29/16 Sig



City of Peterborough

PROFESSIONAL DEVELOPMENT, TRAVEL, AND HOSPITALITY EXPENSE CLAIM FORM

JOB TITLE: Education Officer

This is an interim claim: first: second:

This is a final claim:

PURPOSE, LOCATION, AND DATE(S):

Toronto International Film Festival Circuit Group Screenings for future films to be considered/shown as a part of our MUSE Film Fest. Toronto, Ontario. Friday, September 16th & Saturday, September 17th

Other Comments:

(Curatorial Assistant)

EXPENSES						Foreign Exchange \$	CDN TOTALS	
DATES (mmm dd/yy)	Sep 16/16	Sep 17/16						
Transportation:								
Personal Auto 54.3 cents/km	81.50 km \$ 44.25	81.50 km \$ 44.25	0.00 km \$ 0.00	0.00 km \$ 0.00	0.00 km \$ 0.00		\$ 88.50	
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 GO Train	\$10.85	\$10.85	\$0.00	\$0.00	\$0.00	\$0.00	\$ 21.70	
Registration:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00	
Accommodation:	\$0.00	\$178.64	\$0.00	\$0.00	\$0.00	\$0.00	\$ 178.64	
Meals: - Breakfast	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00	
- Lunch	\$0.00	\$5.15	\$0.00	\$0.00	\$0.00	\$0.00	\$ 5.15	
- 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	\$ 55.10	\$ 238.89	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 293.99	
Less Interim Claim								\$0.00
Less Purchasing Card								205.49
BALANCE PAYABLE (to Claimant)								\$ 88.50

Recoverable: yes no If yes, recoverable amount: _____

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

Date: SEPTEMBER 28, 2016

I have examined the above expense claim and

Date: Sept 29/16