



City of  
Peterborough

# PROFESSIONAL DEVELOPMENT, TRAVEL, AND HOSPITALITY EXPENSE CLAIM FORM

JOB TITLE: Recreationist

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

**PURPOSE, LOCATION, AND DATE(S):**

Parks & Recreation Ontario - Aquatic Conference. Aquatic workshops, sessions and Keynote Speakers included.  
Deerhurst Resort, 1235 Deerhurst Drive, Huntsville, ON P1H 2E8  
November 1 to November 3, 2016

Other Comments:

EXPENSES						Foreign Exchange \$	CDN TOTALS	
DATES (mmm dd/yy)	Nov 01/16	Nov 03/16						
<b>Transportation:</b>								
Personal Auto 53.9 cents/km	200.00 km \$ 107.80	200.00 km \$ 107.80	0.00 km \$ 0.00	0.00 km \$ 0.00	0.00 km \$ 0.00		\$ 215.60	
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>	\$743.54	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 743.54	
<b>Accommodation:</b>	\$325.82	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 325.82	
<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>	\$1,177.16	\$ 107.80	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$1,284.96	
Less Interim Claim								\$0.00
Less Purchasing Card								1,069.36
<b>BALANCE PAYABLE (to Claimant)</b>								<b>\$ 215.60</b>

Recoverable: yes  no  If yes, reco

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

Date: Nov 8, 2016

I have examined the above expense claim ar