



City of
Peterborough

PROFESSIONAL DEVELOPMENT, TRAVEL, AND HOSPITALITY EXPENSE CLAIM FORM

JOB TITLE:

Community Development Program
Manager

This is an interim claim: first: second:

This is a final claim:

PURPOSE, LOCATION, AND DATE(S):

To attend the conference "Re-Think Ageing 2016" being held in Toronto on November 24-25, 2016 to support work being done through the Seniors Portfolio and the Age-friendly Plan.

Other Comments:

This claim also covers the travel costs, one meal and one night hotel stay for Community Development Program Manager and one volunteer with the Peterborough Council on Aging. Registration costs for one day for an additional volunteer with the Peterborough Council on Aging is also included in this claim.

EXPENSES						Foreign Exchange \$	CDN TOTALS	
DATES (mmm dd/yy)	Nov 24/16							
Transportation:								
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	\$51.13	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 51.13	
- Air	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00	
- Other Taxi	\$10.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 10.00	
Registration:	\$174.99	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 174.99	
Accommodation:	\$301.32	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 301.32	
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	\$22.91	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 22.91	
Other - Specify:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00	
TOTALS	\$ 560.35	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 560.35	
Less Interim Claim								\$0.00
Less Purchasing Card								\$560.35
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 expenditure purposes stated above.

Date: Dec 8/16

Signature: [Signature]

I have examined the above expense claim



City of Peterborough

PROFESSIONAL DEVELOPMENT, TRAVEL, AND HOSPITALITY EXPENSE CLAIM FORM

JOB TITLE: **Community Development Program Manager**

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

PURPOSE, LOCATION, AND DATE(S):

To attend the conference "Re-Think Ageing 2016" being held in Toronto on November 24-25, 2016 to support work being done through the Seniors Portfolio and the Age-friendly Plan.

Other Comments:

This claim also covers the Registration cost for two member of the Age-Friendly Peterborough Committee. The cost for both registration will be reimbursed by the Municipality of Trent Lakes through an Ontario Trillium Foundation Grant.

EXPENSES						Foreign Exchange \$	CDN TOTALS	
DATES (mmm dd/yy)	Nov 24/16							
Transportation:								
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	
Registration:	\$699.98	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 699.98	
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	\$ 699.98	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 699.98	
Less Interim Claim								\$0.00
Less Purchasing Card								\$699.98
BALANCE PAYABLE (to Claimant)								\$ 0.00

Recoverable: yes no If yes, recd

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

Date: Sept 19/16

I have examined the above expense claim at

Date: Sept 19/16