



City of  
Peterborough

# PROFESSIONAL DEVELOPMENT, TRAVEL, AND HOSPITALITY EXPENSE CLAIM FORM

JOB TITLE: Chief Building Official

This is an interim claim:  first:  second:

This is a final claim:

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

National Research Council: Building Code Meeting December 8-9<sup>th</sup>, 2016 1200 Montreal Road  
Ottawa, Ontario K1A 0R6 Best Western Hotel; 377 O'Connor Street Ottawa, ON K2P 2M2

Other Comments:

EXPENSES						Foreign Exchange \$	CDN TOTALS	
DATES (mmm dd/yy)	Dec 08/16	Dec 09/16						
<b>Transportation:</b>								
Personal Auto 53.9 cents/km	250.00 km \$ 134.75	250.00 km \$ 134.75	0.00 km \$ 0.00	0.00 km \$ 0.00	0.00 km \$ 0.00		\$ 269.50	
Rental Vehicle	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00	
- Parking	\$23.67	\$23.67	\$0.00	\$0.00	\$0.00	\$0.00	\$ 47.34	
- 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 Hotel to NRC and NRC to Hotel	\$0.00	\$61.41	\$0.00	\$0.00	\$0.00	\$0.00	\$ 61.41	
<b>Registration:</b>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00	
<b>Accommodation:</b>	\$214.70	\$168.37	\$0.00	\$0.00	\$0.00	\$0.00	\$ 383.07	
<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: Destination Mktg Fee</b>	\$0.00	\$11.49	\$0.00	\$0.00	\$0.00	\$0.00	\$ 11.49	
<b>TOTALS</b>	\$ 373.12	\$ 399.69	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 772.81	
Less Interim Claim								\$0.00
Less Purchasing Card								\$503.31
<b>BALANCE PAYABLE (to Claimant)</b>								<b>\$ 269.50</b>

Recoverable: yes  no  If yes, rec

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

Date: Jan 17/17

I have examined the above expense claim.

Date: Jan 14/17