



City of
Peterborough

PROFESSIONAL DEVELOPMENT, TRAVEL, AND HOSPITALITY EXPENSE CLAIM FORM

JOB TITLE:

Asset Management Administrator

This is an interim claim: first: second:

This is a final claim:

PURPOSE, LOCATION, AND DATE(S):

Attend the AMO Asset Management Symposium at the Holiday Inn at the Toronto International Airport on April 4th and 5th, 2017

Other Comments:

EXPENSES						Foreign Exchange \$	CDN TOTALS	
DATES (mmm dd/yy)	Feb 24/17	Apr 06/17	Apr 05/17					
Transportation:								
Personal Auto	0.00 km	0.00 km	0.00 km	0.00 km	0.00 km			
56.0 cents/km	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00		\$ 0.00	
Rental Vehicle	\$0.00	\$196.62	\$0.00	\$0.00	\$0.00	\$0.00	\$ 196.62	
- 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 Gas for Rental	\$0.00	\$36.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 36.00	
Registration:	\$491.55	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 491.55	
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	\$38.63	\$0.00	\$0.00	\$0.00	\$ 38.63	
Other - Specify:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00	
TOTALS	\$ 491.55	\$ 232.62	\$ 38.63	\$ 0.00	\$ 0.00	\$ 0.00	\$ 762.80	
Less Interim Claim								\$491.55
Less Purchasing Card								\$196.62
BALANCE PAYABLE (to Claimant)								\$ 74.63

Recoverable: yes no If yes, rec:

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

Date: May 3, 2017

I have examined the above expense claim and

MM 2/17



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- Parking	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00	
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Meals: - Breakfast	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00	
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- 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	\$ 491.55	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 491.55	
Less Interim Claim								\$0.00
Less Purchasing Card								491.55

BALANCE PAYABLE (to Claimant)

Recoverable: yes no If yes, re

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

Date: March 9, 2017

I have examined the above expense claim

Date: MARCH 9 / 17