



City of
Peterborough

PROFESSIONAL DEVELOPMENT, TRAVEL, AND HOSPITALITY EXPENSE CLAIM FORM

JOB TITLE:

Acting Construction Services
Coordinator

This is an interim claim: first: second:

This is a final claim:

PURPOSE, LOCATION, AND DATE(S):

Project Management Program - Module 5 Contract Management, McMaster University (James Street North, Hamilton On), March 30 - April 1

Other Comments:

EXPENSES						Foreign Exchange \$	CDN TOTALS	
DATES (mmm dd/yy)	Mar 29/17	Mar 30/17	Mar 31/17	Apr 01/17				
Transportation:								
Personal Auto 56.0 cents/km	200.00 km \$ 112.00	0.00 km \$ 0.00	0.00 km \$ 0.00	200.00 km \$ 112.00	0.00 km \$ 0.00		\$ 224.00	
Rental Vehicle	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00	
- Parking	\$0.00	\$5.00	\$5.00	\$2.50	\$0.00	\$0.00	\$ 12.50	
- 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:	\$0.00	\$1495.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,495.00	
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	\$12.43	\$0.00	\$0.00	\$0.00	\$ 12.43	
- 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	\$ 112.00	\$1,500.00	\$ 17.43	\$ 114.50	\$ 0.00	\$ 0.00	\$1,743.93	
Less Interim Claim								\$0.00
Less Purchasing Card								\$0.00
BALANCE PAYABLE (to Claimant)								\$1,743.93
Recoverable: yes <input type="checkbox"/> no <input checked="" type="checkbox"/> If yes, recoverable from								

I hereby certify that all the above expenditures were disbursed on behalf of the Corporation of the City of Peterborough for purposes stated above.

Date: May 4, 2017

I have examined the above expense cl.

Date: 4-May-2017