



City of Peterborough

PROFESSIONAL DEVELOPMENT, TRAVEL, AND HOSPITALITY EXPENSE CLAIM FORM

JOB TITLE: Property & Energy Manager

This is an interim claim: first: second:

This is a final claim:

PURPOSE, LOCATION, AND DATE(S):

EnergyCAP Annual Conference, Penn Stater Conference Centre, State College, PA., April 10 -13, 2017

Other Comments:

EXPENSES						Foreign Exchange \$	CDN TOTALS	
DATES (mmm dd/yy)	Apr 10/17	Apr 13/17						
Transportation:								
Personal Auto 56.0 cents/km	200.00 km \$ 112.00	200. km \$ 112.00	0.00 km \$ 0.00	0.00 km \$ 0.00	0.00 km \$ 0.00		\$ 224.00	
Rental Vehicle	\$0.00	\$362.38	\$0.00	\$0.00	\$0.00	\$133.11	\$ 495.49	
- 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	\$25.00	\$0.00	\$0.00	\$0.00	\$8.35	\$ 33.35	
- Other Gas	\$0.00	\$25.01	\$0.00	\$0.00	\$0.00	\$9.18	\$ 34.19	
Registration:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00	
Accommodation:	\$0.00	\$419.91	\$0.00	\$0.00	\$0.00	\$154.32	\$ 574.23	
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	\$10.16	\$61.00	\$0.00	\$0.00	\$0.00	\$22.33	\$ 93.49	
Other - Specify:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00	
TOTALS	\$ 122.16	\$1,005.30	\$ 0.00	\$ 0.00	\$ 0.00	\$ 327.29	\$1,454.75	
Less Interim Claim								\$0.00
Less Purchasing Card								\$1,220.59
BALANCE PAYABLE (to Claimant)								\$ 234.16

Recoverable: yes no If yes, re

I hereby certify that all the above expend for purposes stated above.

Date: May 2/17

I have examined the above expense claim

Date: Mar 3/17



City of
Peterborough

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Transportation:								
Personal Auto 56.0 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	\$330.86	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 330.86	
- Other	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00	
Registration:	\$820.74	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 820.74	
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	\$1,151.60	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$1,151.60	
Less Interim Claim								\$0.00
Less Purchasing Card								\$1,151.60
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 expenditures were disbursed on behalf of the Corporation of the City of Peterborough for purposes stated above.

Date: _____

Signature: _____