



City of Peterborough

PROFESSIONAL DEVELOPMENT, TRAVEL, AND HOSPITALITY EXPENSE CLAIM FORM

JOB TITLE:

Marketing & Promotions Coordinator

This is an interim claim: first: second:

This is a final claim:

PURPOSE, LOCATION, AND DATE(S):

On behalf of Fleming College Athletics and Recreation, attended OCAA Annual General Meeting in St. Catharines, ON May 1 - 2, 2017 as part of my role as a Fleming College employee.

Other Comments:

EXPENSES						Foreign Exchange \$	CDN TOTALS	
DATES (mmm dd/yy)	May 01/17	May 02/17						
Transportation:								
Personal Auto 56.6 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:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00	
Accommodation:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00	
Meals: - Breakfast	\$0.00	\$21.42	\$0.00	\$0.00	\$0.00	\$0.00	\$ 21.42	
- Lunch	\$0.00	\$14.55	\$0.00	\$0.00	\$0.00	\$0.00	\$ 14.55	
- Dinner	\$20.00	\$30.28	\$0.00	\$0.00	\$0.00	\$0.00	\$ 50.28	
Other – Specify: Coffee	\$0.00	\$4.19	\$0.00	\$0.00	\$0.00	\$0.00	\$ 4.19	
TOTALS	\$ 20.00	\$ 70.44	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 90.44	
Less Interim Claim								\$0.00
Less Purchasing Card								\$90.44
BALANCE PAYABLE (to Claimant)								\$ 0.00
Recoverable: yes <input checked="" type="checkbox"/> no <input type="checkbox"/> If yes, recoverable from shared Fleming College account								\$90.44

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

Date: MAY 5 / 2017

I have examined the above expense claim :

Date: June 2, 2017



City of Peterborough

PROFESSIONAL DEVELOPMENT, TRAVEL, AND HOSPITALITY EXPENSE CLAIM FORM

JOB TITLE: Facility Manager

This is an interim claim: first: second:

This is a final claim:

PURPOSE, LOCATION, AND DATE(S):

Travel to OCAA AGM for my role as Director; Fleming Athletics.

Other Comments:

100% recoverable from Fleming College - Business Travel

EXPENSES						Foreign Exchange \$	CDN TOTALS	
DATES (mmm dd/yy)	May 01/17	May 02/17	May 03/17					
Transportation:								
Personal Auto	0.00 km	0.00 km	0.00 km	0.00 km	0.00 km			
56.6 cents/km	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00		\$ 0.00	
Rental Vehicle	\$0.00	\$0.00	\$110.51	\$0.00	\$0.00	\$0.00	\$ 110.51	
- 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 Fuel	\$0.00	\$65.01	\$0.00	\$0.00	\$0.00	\$0.00	\$ 65.01	
Registration:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00	
Accommodation:	\$201.69	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 201.69	
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	\$16.91	\$0.00	\$0.00	\$0.00	\$0.00	\$ 16.91	
Other - Specify:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00	
TOTALS	\$ 201.69	\$ 81.92	\$ 110.51	\$ 0.00	\$ 0.00	\$ 0.00	\$ 394.12	
Less Interim Claim								\$0.00
Less Purchasing Card								\$394.12
BALANCE PAYABLE (to Claimant)								\$ 0.00
Recoverable: yes <input checked="" type="checkbox"/> no <input type="checkbox"/> If yes, recoverable from 101-696-8205								\$394.12

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

Date: June 27 2017

I have examined the above expense claim a

11.1