



City of Peterborough

PROFESSIONAL DEVELOPMENT, TRAVEL, AND HOSPITALITY EXPENSE CLAIM FORM

JOB TITLE: **Manager, Court Services**

This is an interim claim: first: second:

This is a final claim:

PURPOSE, LOCATION, AND DATE(S):

2017 Municipal Court Managers Assoc Conference - Toronto, On May 28-31, 2017

Other Comments:

EXPENSES						Foreign Exchange \$	CDN TOTALS
DATES (mmm dd/yy)	May 28/17	May 29/17	May 30/17				
Transportation:							
Personal Auto 56.6 cents/km	80.00 km \$ 45.28	0.00 km \$ 0.00	0.00 km \$ 0.00	0.00 km \$ 0.00	0.00 km \$ 0.00		\$ 45.28
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 Train Ticket	\$5.45	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 5.45
Registration:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00
Accommodation:	\$280.77	\$280.78	\$280.78	\$0.00	\$0.00	\$0.00	\$ 842.33
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	\$ 331.50	\$ 280.78	\$ 280.78	\$ 0.00	\$ 0.00	\$ 0.00	\$ 893.06
Less Interim Claim							\$0.00
Less Purchasing Card							\$847.78
BALANCE PAYABLE (to Claimant)							\$ 45.28
Recoverable: yes <input type="checkbox"/> no <input type="checkbox"/> If yes, recoverable from							

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

Date: July 17, 2017

I have examined the above expense claim.

Date: July 18 2017