



City of Peterborough

PROFESSIONAL DEVELOPMENT, TRAVEL, AND HOSPITALITY EXPENSE CLAIM FORM

JOB TITLE: Health and Safety Coordinator

This is an interim claim: first: second: This is a final claim:

PURPOSE, LOCATION, AND DATE(S):
 OMHSRA (Ontario Municipal Health and Safety Representatives Association) Professional Development Conference and General meeting on June 2, 2017. Executive meeting and room setup.

Other Comments:
 Not charged registration as I am on the OMHSRA Executive and have meeting, conference and setup responsibilities

EXPENSES						Foreign Exchange \$	CDN TOTALS	
DATES (mmm dd/yy)	Jun 01/17	Jun 02/17						
Transportation:								
Personal Auto 56.6 cents/km	131.00 km \$ 74.15	131.00 km \$ 74.15	0.00 km \$ 0.00	0.00 km \$ 0.00	0.00 km \$ 0.00		\$ 148.30	
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:	\$184.44	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 184.44	
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	\$ 258.59	\$ 74.15	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 332.74	
Less Interim Claim								\$184.44
Less Purchasing Card								\$0.00
BALANCE PAYABLE (to Claimant)								\$ 148.30
Recoverable: yes <input type="checkbox"/> no <input 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: June 9/2017

I have examined the above expense claim :

Date: June 9/17



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Other - Specify:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00	
TOTALS	\$ 184.44	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 184.44	
Less Interim Claim								\$0.00
Less Purchasing Card								\$184.44

BALANCE PAYABLE (to Claimant)

Recoverable: yes no If yes, recd

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

Date: May 30/17

I have examined the above expense claim a

Date: May 31/17