



City of  
Peterborough

# PROFESSIONAL DEVELOPMENT, TRAVEL, AND HOSPITALITY EXPENSE CLAIM FORM

JOB TITLE: Assistant Planner

This is an interim claim:  first:  second:

This is a final claim:

**PURPOSE, LOCATION, AND DATE(S):**

Purpose was to attend the Municipal Brownfield Conference held in Brantford, Ontario on June 13 to June 14, 2017

Other Comments:

EXPENSES						Foreign Exchange \$	CDN TOTALS	
DATES (mmm dd/yy)	Jun 13/17	Jun 14/17						
<b>Transportation:</b>								
Personal Auto	237.00 km	237.00 km	0.00 km	0.00 km	0.00 km			
56.6 cents/km	\$ 134.14	\$ 134.14	\$ 0.00	\$ 0.00	\$ 0.00		\$ 268.28	
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 407 charges	\$113.02	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 113.02	
<b>Registration:</b>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00	
<b>Accommodation:</b>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00	
<b>Meals:</b> - 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	
<b>Other - Specify:</b>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00	
<b>TOTALS</b>	\$ 247.16	\$ 134.14	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 381.30	
Less Interim Claim								\$0.00
Less Purchasing Card								\$0.00
<b>BALANCE PAYABLE (to Claimant)</b>								<b>\$ 381.30</b>
Recoverable: yes <input type="checkbox"/> no <input checked="" type="checkbox"/> If yes, recoverable from								

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

Date: Aug 4 / 2017

I have examined the above expense claim ar

Date: Aug 4 / 17