



City of
Peterborough

PROFESSIONAL DEVELOPMENT, TRAVEL, AND HOSPITALITY EXPENSE CLAIM FORM

JOB TITLE: *LIBRARY CEO*

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

PURPOSE, LOCATION, AND DATE(S):
Travel for the Library CEO from Peterborough to Toronto to attend the 2020 and Beyond: Strategies and Practices for Library Impact conference on July 20 and 21, 2017

Other Comments:

EXPENSES						Foreign Exchange \$	CDN TOTALS	
DATES (mmm dd/yy)	Jun 13/17	Jun 18/17						
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:	\$478.22	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 478.22	
Accommodation:	\$0.00	\$243.29	\$0.00	\$0.00	\$0.00	\$0.00	\$ 243.29	
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	\$ 478.22	\$ 243.29	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 721.51	
Less Interim Claim								\$0.00
Less Purchasing Card								721.51
BALANCE PAYABLE (to Claimant)								\$ 0.00

Recoverable: yes no If yes, rec

I hereby certify that all the above expenditures were for the purposes stated above.

Date: July 10 / 2017

I have examined the above expense claim and