



City of
Peterborough

PROFESSIONAL DEVELOPMENT, TRAVEL, AND HOSPITALITY EXPENSE CLAIM FORM

JOB TITLE: Property and Energy Manager

This is an interim claim: first: second:

This is a final claim:

PURPOSE, LOCATION, AND DATE(S):

Certified Energy Manager Course, Toronto October 2 - 6, 2017

Other Comments:

EXPENSES						Foreign Exchange \$	CDN TOTALS	
DATES (mmm dd/yy)	Nov 12/17							
Transportation:								
Personal Auto 52.0 cents/km	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 Toll Charge	\$14.74	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 14.74	
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	\$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	\$ 14.74	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 14.74	
Less Interim Claim								\$0.00
Less Purchasing Card								\$14.74
BALANCE PAYABLE (to Claimant)								\$ 0.00

Recoverable: yes no If yes, re

I hereby certify that all the above expend
for purposes stated above.

Date: _____

I have examined the above expense claim

_____ 08/17



City of Peterborough

PROFESSIONAL DEVELOPMENT, TRAVEL, AND HOSPITALITY EXPENSE CLAIM FORM

JOB TITLE:

Property and Energy Manager

This is an interim claim: first: second:

This is a final claim:

PURPOSE, LOCATION, AND DATE(S):

Certified Energy Manager Course, Toronto October 2 - 6, 2017

Other Comments:

EXPENSES						Foreign Exchange \$	CDN TOTALS	
DATES (mmm dd/yy)	Oct 02/17	Oct 03/17	Oct 04/17	Oct 05/17	Oct 06/17			
Transportation:								
Personal Auto	00 km	0.00 km	0.00 km	0.00 km	0.00 km			
52.0 cents/km	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00		\$ 0.00	
Rental Vehicle	\$0.00	\$0.00	\$0.00	\$0.00	\$237.75	\$0.00	\$ 237.75	
- Parking	\$19.00	\$19.00	\$19.00	\$19.00	\$19.00	\$0.00	\$ 95.00	
- 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 Gas	\$64.36	\$0.00	\$63.00	\$0.00	\$0.00	\$0.00	\$ 127.36	
Registration:	\$3,361.75	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$3,361.75	
Accommodation:	\$0.00	\$0.00	\$0.00	\$0.00	\$515.61	\$0.00	\$ 515.61	
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	\$6.06	\$ 6.06	
- Dinner	\$0.00	\$19.00	\$21.00	\$0.00	\$10.27	\$0.00	\$ 50.27	
Other - Specify:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00	
TOTALS	\$3,445.11	\$ 38.00	\$ 103.00	\$ 19.00	\$ 782.63	\$ 6.06	\$4,393.80	
Less Interim Claim								\$0.00
Less Purchasing Card								\$4,393.80
BALANCE PAYABLE (to Claimant)								\$ 0.00

Recoverable: yes no If yes, rec

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

Date: Oct 12/17

I have examined the above expense claim &

Date: Oct. 23/17