



City of
Peterborough

PROFESSIONAL DEVELOPMENT, TRAVEL, AND HOSPITALITY EXPENSE CLAIM FORM

JOB TITLE: Director, Planning and Development
Department

This is an interim claim: first: second:

This is a final claim:

PURPOSE, LOCATION, AND DATE(S):

International Livable Cities Conference, held in Sante Fe, NM, from September 29, 2017 to October 8, 2017

Other Comments:

This is page 1 of 2 for this submission

EXPENSES						Foreign Exchange \$	CDN TOTALS	
DATES (mmm dd/yy)	Sep 29/17	Sep 30/17	Oct 01/17	Oct 02/17	Oct 03/17			
Transportation:								
Personal Auto 55.6 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	\$4.31	\$4.31	\$4.31	\$4.31	\$4.31	\$0.00	\$ 21.55	
- 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 Park and Fly	\$142.16	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 142.16	
Registration:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00	
Accommodation:	\$408.08	\$408.08	\$408.08	\$408.08	\$408.08	\$0.00	\$2,040.40	
Meals: - Breakfast	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00	
- Lunch	\$14.27	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 14.27	
- Dinner	\$0.00	\$0.00	\$0.00	\$0.00	\$41.00	\$0.00	\$ 41.00	
Other – Specify:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00	
TOTALS	\$ 568.82	\$ 412.39	\$ 412.39	\$ 412.39	\$ 453.39	\$ 0.00	\$2,259.38	
Less Interim Claim								\$0.00
Less Purchasing Card								\$2,259.38
BALANCE PAYABLE (to Claimant)								\$ 0.00
Recoverable: yes <input type="checkbox"/> no <input checked="" type="checkbox"/> If yes, recoverable from								\$0.00

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

Date: Nov 17/17

I have examined the above expense claim

Date: Nov 20/17



City of Peterborough

PROFESSIONAL DEVELOPMENT, TRAVEL, AND HOSPITALITY EXPENSE CLAIM FORM

JOB TITLE:

Director, Planning and Development Department

This is an interim claim: first: second:

This is a final claim:

PURPOSE, LOCATION, AND DATE(S):

International Livable Cities Conference, held in Sante Fe, NM, from September 29, 2017 to October 8, 2017

Other Comments:

This is page 2 of 2 for this submission

EXPENSES						Foreign Exchange \$	CDN TOTALS	
DATES (mmm dd/yy)	Oct 04/17	Oct 05/17	Oct 06/17	Oct 07/17	Oct 08/17			
Transportation:								
Personal Auto 55.6 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	\$4.32	\$4.32	\$4.32	\$4.32	\$0.00	\$0.00	\$ 17.28	
- 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 Extra baggage	\$0.00	\$0.00	\$0.00	\$0.00	\$23.87	\$0.00	\$ 23.87	
Registration:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00	
Accommodation:	\$408.10	\$408.10	\$408.10	\$408.10	\$0.00	\$0.00	\$1,632.40	
Meals: - Breakfast	\$0.00	\$0.00	\$0.00	\$0.00	\$17.69	\$0.00	\$ 17.69	
- 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	\$ 412.42	\$ 412.42	\$ 412.42	\$ 412.42	\$ 41.56	\$ 0.00	\$1,691.24	
Less Interim Claim								\$0.00
Less Purchasing Card								\$1,691.24
BALANCE PAYABLE (to Claimant)								\$ 0.00
Recoverable: yes <input type="checkbox"/> no <input checked="" type="checkbox"/> If yes, recoverable from								\$0.00

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

Date: Nov 17/17

I have examined the above expense claim and

Date: Nov. 22/17



City of
Peterborough

AND HOSPITALITY EXPENSE CLAIM FORM

JOB TITLE: Director, Planning and Development Services Department

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

PURPOSE, LOCATION, AND DATE(S):
to attend the Making Cities Livable Conference, to be held in Santa Fe, New Mexico, September 29, 2017 to October 8, 2017

Other Comments:
Rental of vehicle costs were included with the cost of the round trip flight. Detailed calculation of vehicle rental and flight charges were not provided by Expedia at the time of booking.

EXPENSES						Foreign Exchange \$	CDN TOTALS
DATES (mmm dd/yy)							
Transportation:							
Personal Auto 55.7 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	\$2,969.88	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,969.88
- Other Note: Vehicle rental is included in flight expense	\$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:	\$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	\$2,969.88	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$2,969.88
Less Interim Claim							\$0.00
Less Purchasing Card							
BALANCE PAYABLE (to Claimant)							\$2,969.88
Recoverable: yes <input type="checkbox"/> no <input checked="" 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: Aug 17/17

I have examined the above expense
Date: Aug 17/17