



City of Peterborough

PROFESSIONAL DEVELOPMENT, TRAVEL, AND HOSPITALITY EXPENSE CLAIM FORM

JOB TITLE: RTW Wellness Coordinator

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

PURPOSE, LOCATION, AND DATE(S):

Schedule 2 Employer's Group Annual Conference October 18 & 19, 2017
 Sheraton Parkway Toronto North Hotel 9005 Leslie Street Richmond Hill, ON L4B 1B2

Other Comments:

EXPENSES						Foreign Exchange \$	CDN TOTALS	
DATES (mmm dd/yy)	Jul 19/17	Oct 18/17	Oct 19/17					
Transportation:								
Personal Auto 55.6 cents/km	0.00 km \$ 0.00	56.00 km \$ 31.14	56.00 km \$ 31.14	0.00 km \$ 0.00	0.00 km \$ 0.00		\$ 62.28	
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	\$0.00	\$30.76	\$28.61	\$0.00	\$0.00	\$0.00	\$ 59.37	
Registration:	\$423.75	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 423.75	
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	\$ 423.75	\$ 61.90	\$ 59.75	\$ 0.00	\$ 0.00	\$ 0.00	\$ 545.40	
Less Interim Claim							\$423.75	
Less Purchasing Card							\$0.00	
BALANCE PAYABLE (to Claimant)							\$ 121.65	
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: Nov 29/17

I have examined the above expense claim

Date: Nov 29/17