



City of Peterborough

PROFESSIONAL DEVELOPMENT, TRAVEL, AND HOSPITALITY EXPENSE CLAIM FORM

JOB TITLE: **Data Analysis Coordinator**

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

PURPOSE, LOCATION, AND DATE(S):

EDI Training & KPS Planning, Offord Centre, Hamilton, Ontario, January 14th & 15 2018.

Other Comments:

Due to unforeseen circumstances employee used alternate transportation for return trip, due to bus issues ,

EXPENSES						Foreign Exchange \$	CDN TOTALS
DATES (mmm dd/yy)	Jan 14/18	Jan 15/18					
Transportation:							
Personal Auto 58.7 cents/km	km \$ 0.00	200.00 km \$ 117.40	0.00 km \$ 0.00	0.00 km \$ 0.00	0.00 km \$ 0.00		\$ 117.40
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	\$104.19	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 104.19
- Air	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00
- Other Taxi		\$12.94	\$0.00	\$0.00	\$0.00	\$0.00	\$ 12.94
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		\$3.55	\$0.00	\$0.00	\$0.00	\$0.00	\$ 3.55
- Lunch	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00
- Dinner		\$10.37	\$0.00	\$0.00	\$0.00	\$0.00	\$ 10.37
Other – Specify:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00
TOTALS	\$ 0.00	\$ 144.26	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 248.45
Less Interim Claim							\$0.00
Less Purchasing Card							\$0.00
BALANCE PAYABLE (to Claimant)							\$ 248.45
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: Feb 1, 2018

I have examined the above expense claim &

Date: Feb 1 / 18



City of
Peterborough

PROFESSIONAL DEVELOPMENT, TRAVEL, AND HOSPITALITY EXPENSE CLAIM FORM

JOB TITLE:

Social Services Data Analysis
Coordinator

This is an interim claim: first: second:

This is a final claim:

PURPOSE, LOCATION, AND DATE(S):

Hotel stay in Hamilton, January 14th-15th for EDI training at the Offord Centre for Child Studies.

Other Comments:

EXPENSES						Foreign Exchange \$	CDN TOTALS	
DATES (mmm dd/yy)	Jan 14/18							
Transportation:								
Personal Auto 58.7 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	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00	
- Other Fuel	\$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:	\$156.60	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 156.60	
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	\$ 156.60	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 156.60	
Less Interim Claim								\$0.00
Less Purchasing Card								\$156.60
BALANCE PAYABLE (to Claimant)								\$ 0.00

Recoverable: yes no If yes, re

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

Date: Feb 7/18

I have examined the above expense claim

Date: Feb. 7/18