



City of Peterborough

PROFESSIONAL DEVELOPMENT, TRAVEL, AND HOSPITALITY EXPENSE CLAIM FORM

JOB TITLE:

Director, Planning and Development Services

This is an interim claim: first: second:

This is a final claim:

PURPOSE, LOCATION, AND DATE(S):

2018 National Planning Conference to be held in New Orleans, Louisiana, USA, April 20, 2018 to April 25, 2018

Other Comments:

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Please note employee will be travelling on April 17, 2018 to attend the conference.

EXPENSES						Foreign Exchange \$	CDN TOTALS	
DATES (mmm dd/yy)	Apr 22/18	Apr 23/18	Apr 24/18	Apr 25/18				
Transportation:								
Personal Auto 58.7 cents/km	0.00 km \$ 0.00	0.00 km \$ 0.00	0.00 km \$ 0.00	150.00 km \$ 88.05	0.00 km \$ 0.00		\$ 88.05	
Rental Vehicle	\$18.26	\$18.26	\$18.25	\$0.00	\$0.00	\$17.52	\$ 72.29	
- Parking	\$51.98	\$51.98	\$51.98	\$0.00	\$0.00	\$49.90	\$ 205.84	
- 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	\$26.80	\$0.00	\$8.57	\$ 35.37	
Registration:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00	
Accommodation:	\$287.75	\$287.75	\$302.79	\$0.00	\$0.00	\$281.37	\$1,159.66	
Meals: - Breakfast	\$11.48	\$11.48	\$11.48	\$11.48	\$0.00	\$14.69	\$ 60.61	
- Lunch	\$9.00	\$0.00	\$8.58	\$19.11	\$0.00	\$11.74	\$ 48.43	
- Dinner	\$10.39	\$0.00	\$40.41	\$18.05	\$0.00	\$20.11	\$ 88.96	
Other – Specify: snack	\$10.43	\$0.00	\$3.85	\$4.38	\$0.00	\$5.97	\$ 24.63	
TOTALS	\$ 399.29	\$ 369.47	\$ 437.34	\$ 167.87	\$ 0.00	\$ 409.87	\$1,783.84	
Less Interim Claim							\$0.00	
Less Purchasing Card							\$828.22	
BALANCE PAYABLE (to Claimant)							\$ 955.62	

Recoverable: yes no If yes, rec

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

Date: May 24/18

I have examined the above expense claim:

Date: May 29/18



City of Peterborough

PROFESSIONAL DEVELOPMENT, TRAVEL, 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):

2018 National Planning Conference to be held in New Orleans, Louisiana, USA, April 20, 2018 to April 25, 2018

Other Comments:

EXPENSES						Foreign Exchange \$	CDN TOTALS	
DATES (mmm dd/yy)								
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:	\$976.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 976.00	
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	\$ 976.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 976.00	
Less Interim Claim								\$0.00
Less Purchasing Card								\$976.00
BALANCE PAYABLE (to Claimant)								\$ 0.00

Recoverable: yes no If yes, rec

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

Date: April 13 /18

I have examined the above expense claim:

Date: August 13/18



City of Peterborough

PROFESSIONAL DEVELOPMENT, TRAVEL, 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):

2018 National Planning Conference to be held in New Orleans, Louisiana, USA, April 20, 2018 to April 25, 2018

Other Comments:

Please note employee will be travelling on April 17, 2018 to attend the conference.

EXPENSES						Foreign Exchange \$	CDN TOTALS	
DATES (mmm dd/yy)								
Transportation:								
Personal Auto	0.00 km	0.00 km	0.00 km	0.00 km	0.00 km			
58.7 cents/km	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 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	\$483.36	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 483.36	
- 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:	\$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	\$ 483.36	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 483.36	
Less Interim Claim								\$0.00
Less Purchasing Card								\$483.36
BALANCE PAYABLE (to Claimant)								\$ 0.00

Recoverable: yes no If yes, recd

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

Date: April 13/18

I have examined the above expense claim at

Date: April 18/18



City of Peterborough

PROFESSIONAL DEVELOPMENT, TRAVEL, 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):
2018 National Planning Conference to be held in New Orleans, Louisiana, USA, April 20, 2018 to April 25, 2018

Other Comments:
Please note employee will be travelling on April 17, 2018 to attend the conference.

EXPENSES						Foreign Exchange \$	CDN TOTALS	
DATES (mmm dd/yy)								
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	\$643.52	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 643.52	
- 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:	\$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	\$ 643.52	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 643.52	
Less Interim Claim								\$0.00
Less Purchasing Card								\$643.52
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: March 27/18

I have examined the above expense claim

Date: March 27/18



City of Peterborough

PROFESSIONAL DEVELOPMENT, TRAVEL, AND HOSPITALITY EXPENSE CLAIM FORM

JOB TITLE:

Director, Planning and Development Services

This is an interim claim: first: second:

This is a final claim:

PURPOSE, LOCATION, AND DATE(S):

2018 National Planning Conference to be held in New Orleans, Louisiana, USA, April 20, 2018 to April 25, 2018

Other Comments:

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Please note employee will be travelling on April 17, 2018 to attend the conference.

EXPENSES						Foreign Exchange \$	CDN TOTALS	
DATES (mmm dd/yy)	Apr 17/18	Apr 18/18	Apr 19/18	Apr 20/18	Apr 21/18			
Transportation:								
Personal Auto 58.7 cents/km	150.00 km \$ 88.05	0.00 km \$ 0.00	0.00 km \$ 0.00	0.00 km \$ 0.00	0.00 km \$ 0.00		\$ 88.05	
Rental Vehicle	\$18.25	\$18.25	\$18.25	\$18.26	\$18.26	\$29.45	\$ 120.72	
- Parking	\$94.70	\$0.00	\$0.00	\$51.98	\$51.98	\$33.06	\$ 231.72	
- 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 baggage fee	\$26.25	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 26.25	
Registration:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00	
Accommodation:	\$0.00	\$0.00	\$0.00	\$287.74	\$287.74	\$92.08	\$ 667.56	
Meals: - Breakfast	\$11.87	\$0.00	\$0.00	\$0.00	\$0.00	\$3.79	\$ 15.66	
- Lunch	\$0.00	\$0.00	\$0.00	\$0.00	\$25.99	\$8.32	\$ 34.31	
- Dinner	\$18.50	\$0.00	\$0.00	\$33.57	\$35.13	\$27.90	\$ 115.10	
Other – Specify: snack	\$26.48	\$0.00	\$0.00	\$5.06	\$0.00	\$10.90	\$ 42.44	
TOTALS	\$ 284.10	\$ 18.25	\$ 18.25	\$ 396.61	\$ 419.10	\$ 205.50	\$1,341.81	
Less Interim Claim								\$0.00
Less Purchasing Card								\$667.56
BALANCE PAYABLE (to Claimant)								\$ 674.25

Recoverable: yes no If yes, re

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

Date: May 25/18

I have examined the above expense claim

Date: May 29/18