



City of Peterborough

PROFESSIONAL DEVELOPMENT, TRAVEL, AND HOSPITALITY EXPENSE CLAIM FORM

JOB TITLE:

Return to Work/Wellness Coordinator

This is an interim claim: first: second:

This is a final claim:

PURPOSE, LOCATION, AND DATE(S):

Attendance on April 26 & 27, 2018 at the AMCTO Training Modules - Trent Lakes - Nogies Creek Fire Hall STN #4, Bobcaygeon. Online Modules - Access provided to employee in confirmation email.

Other Comments:

Day One In-Class Training - Collective Agreements & Discipline
Day Two In-Class Training - HR Processes & Issues

EXPENSES						Foreign Exchange \$	CDN TOTALS	
DATES (mmm dd/yy)	Apr 26/18	Apr 27/18						
Transportation:								
Personal Auto 61.3 cents/km	118.20 km \$ 72.46	118.20 km \$ 72.46	0.00 km \$ 0.00	0.00 km \$ 0.00	0.00 km \$ 0.00		\$ 144.92	
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	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00	
Registration:	\$791.00	\$791.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,582.00	
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	\$ 863.46	\$ 863.46	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$1,726.92	
Less Interim Claim								\$1,582.00
Less Purchasing Card								\$0.00
BALANCE PAYABLE (to Claimant)								\$ 144.92
Recoverable: yes <input type="checkbox"/> no <input type="checkbox"/> If yes, recoverable from								

RECEIVED
MAY 09 2018
CHIEF ACCOUNTANT

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: May 8/18

I have examined the above expense claim
mmr 8/18