



City of Peterborough

PROFESSIONAL DEVELOPMENT, TRAVEL, AND HOSPITALITY EXPENSE CLAIM FORM

JOB TITLE:

Marketing & Promotions Coordinator

This is an interim claim: first: second:

This is a final claim:

PURPOSE, LOCATION, AND DATE(S):

AODA Compliance (Job requirement)
 Accessibility Ontario "Accessible InDesign and PDF Documents" Workshop (May 7, 2018)
 Centre for Social Innovation (CSI) 215 Spadina Avenue Toronto Ontario M5T 2C7

Other Comments:

Hotel paid in advance.

EXPENSES						Foreign Exchange \$	CDN TOTALS	
DATES (mmm dd/yy)	April 3/18							
Transportation:								
Personal Auto 61.3 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	\$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:	\$253.74	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 253.74	
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	\$ 253.74	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 253.74	
Less Interim Claim								\$0.00
Less Purchasing Card								\$253.74
BALANCE PAYABLE (to Claimant)								\$ 0.00
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: May 8/2018

I have examined the above expense claim and

Date: May 10/2018



City of Peterborough

PROFESSIONAL DEVELOPMENT, TRAVEL, AND HOSPITALITY EXPENSE CLAIM FORM

JOB TITLE: Marketing & Promotions Coordinator

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PURPOSE, LOCATION, AND DATE(S):

AODA Compliance (Job requirement)
 Accessibility Ontario "Accessible InDesign and PDF Documents" Workshop (May 7, 2018)
 Centre for Social Innovation (CSI) 215 Spadina Avenue Toronto Ontario M5T 2C7

Other Comments:

Hotel paid in advance on April 3 and previously submitted.

EXPENSES						Foreign Exchange \$	CDN TOTALS	
DATES (mmm dd/yy)	May 06/18	May 07/18						
Transportation:								
Personal Auto 61.3 cents/km	145.00 km \$ 88.89	145.00 km \$ 88.89	0.00 km \$ 0.00	0.00 km \$ 0.00	0.00 km \$ 0.00		\$ 177.78	
Rental Vehicle	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00	
- Parking	\$0.00	\$48.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 48.00	
- 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:	\$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	\$6.20	\$0.00	\$0.00	\$0.00	\$0.00	\$ 6.20	
- Lunch	\$0.00	\$17.18	\$0.00	\$0.00	\$0.00	\$0.00	\$ 17.18	
- Dinner	\$20.26	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 20.26	
Other - Specify:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00	
TOTALS	\$ 109.15	\$ 160.27	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 269.42	
Less Interim Claim							\$0.00	
Less Purchasing Card							91.64	
BALANCE PAYABLE (to Claimant)							\$ 177.78	

Recoverable: yes no If yes, reco

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

Date: MAY 8/2018

I have examined the above expense claim an
 Date: MAY 10/2018