



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):

Registration to the 2018 Schedule 2 Employer's Group Conference on September 18 & 19, 2018, at the Sheraton Parkway Hotel Richmond Hill

Other Comments:

Early Bird Registration.

EXPENSES						Foreign Exchange \$	CDN TOTALS	
DATES (mmm dd/yy)	Aug 24/18	Sep 18/18	Sep 19/18					
Transportation:								
Personal Auto 63.5 cents/km	0.00 km \$ 0.00	66.00 km \$ 41.91	66.00 km \$ 41.91	0.00 km \$ 0.00	0.00 km \$ 0.00		\$ 83.82	
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	\$27.91	\$28.70	\$0.00	\$0.00	\$0.00	\$ 56.61	
Registration:	\$463.30	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 463.30	
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	\$ 463.30	\$ 69.82	\$ 70.61	\$ 0.00	\$ 0.00	\$ 0.00	\$ 603.73	
Less Interim Claim								\$463.30
Less Purchasing Card								\$56.61
BALANCE PAYABLE (to Claimant)								\$ 83.82

Recoverable: yes no If yes, rec

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

Date: Nov 6/18

I have examined the above expense claim a

Date: 7/20/18



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Peterborough

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- 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:	\$463.30	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 463.30	
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Other - Specify:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00	
TOTALS	\$ 463.30	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 463.30	
Less Interim Claim								\$0.00
Less Purchasing Card								\$463.30
BALANCE PAYABLE (to Claimant)								\$ 0.00

Recoverable: yes no If yes, rec

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

Date: Sept 10/18

I have examined the above expense claim:

Sept 10/18