



City of Peterborough

PROFESSIONAL DEVELOPMENT, TRAVEL, AND HOSPITALITY EXPENSE CLAIM FORM

JOB TITLE: Supervisor

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

PURPOSE, LOCATION, AND DATE(S):

September 17th was a travel day to attend a conference in Peel Region put on by Tamarac Institute. The conference was called Cities Innovating to Reduce Poverty Summit and was held on September 18th and 19th.

Other Comments:

EXPENSES						Foreign Exchange \$	CDN TOTALS	
DATES (mmm dd/yy)	Sep 17/18	09-19-2018						
Transportation:								
Personal Auto 63.5 cents/km	154.00 km \$ 97.79	154.00 km \$ 97.79	0.00 km \$ 0.00	0.00 km \$ 0.00	0.00 km \$ 0.00		\$ 195.58	
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 Hotel	\$372.06	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 372.06	
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	\$ 469.85	\$ 97.79	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 567.64	
Less Interim Claim								\$0.00
Less Purchasing Card								\$372.06
BALANCE PAYABLE (to Claimant)								\$ 195.58

Recoverable: yes no If yes, reco

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

Date: Sept. 28/18

I have examined the above expense claim ar

Date: Sept 28/18