



City of Peterborough

PROFESSIONAL DEVELOPMENT, TRAVEL, AND HOSPITALITY EXPENSE CLAIM FORM

JOB TITLE: Chief Training Officer

This is an interim claim: first: second:

This is a final claim:

PURPOSE, LOCATION, AND DATE(S):

Hazmat Conference, The Versailles Convention Centre, Mississauga, ON - October 15-16, 2018.

Other Comments:

Registration of \$90 on admin assistant credit card

EXPENSES						Foreign Exchange \$	CDN TOTALS
DATES (mmm dd/yy)	Sep 27/18	Oct 15/18	Oct 16/18				
Transportation:							
Personal Auto 63.5 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:	\$210.36	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 210.36
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	\$24.98	\$30.62	\$0.00	\$0.00	\$0.00	\$ 55.60
Other - Specify:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00
TOTALS	\$ 210.36	\$ 24.98	\$ 30.62	\$ 0.00	\$ 0.00	\$ 0.00	\$ 265.96
Less Interim Claim							\$0.00
Less Purchasing Card							\$265.96
BALANCE PAYABLE (to Claimant)							\$ 0.00

Recoverable: yes no If yes, reco

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

Date: 19 Nov 2018

I have examined the above expense claim and

Date: Nov 19/18



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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:	\$90.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 90.00	
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	\$ 90.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 90.00	
Less Interim Claim								\$0.00
Less Purchasing Card								\$90.00
BALANCE PAYABLE (to Claimant)								\$ 0.00

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