



City of
Peterborough

PROFESSIONAL DEVELOPMENT, TRAVEL, AND HOSPITALITY EXPENSE CLAIM FORM

JOB TITLE:

Manager, Emergency Management,
Insurance & Risk Management

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

PURPOSE, LOCATION, AND DATE(S):
Toronto Emergency Management Symposium, Toronto Police College, November 14-15, 2018

Other Comments:

EXPENSES						Foreign Exchange \$	CDN TOTALS
DATES (mmm dd/yy)	Nov 13/18	Nov 14/18	Nov 15				
Transportation:							
Personal Auto 61.7 cents/km	138.00 km \$ 85.15	34.00 km \$ 19.74	175.00 km \$ 107.98	0.00 km \$ 0.00	0.00 km \$ 0.00		\$ 212.87
Rental Vehicle	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00
- Parking	\$50.85	\$50.85	\$0.00	\$0.00	\$0.00	\$0.00	\$ 101.70
- 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:	\$259.14	\$259.14	\$0.00	\$0.00	\$0.00	\$0.00	\$ 518.28
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	\$43.21	\$0.00	\$0.00	\$0.00	\$0.00	\$ 43.21
Other – Specify:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00
TOTALS	\$ 395.14	\$ 372.94	\$ 107.98	\$ 0.00	\$ 0.00	\$ 0.00	\$ 876.06
Less Interim Claim							\$663.19
Less Purchasing Card							\$0.00
BALANCE PAYABLE (to Claimant)							\$ 212.87

Recoverable: yes no If yes, recove

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

Date: Dec 6 2018

I have examined the above expense claim and

Date: Dec 6 2018