



City of Peterborough

PROFESSIONAL DEVELOPMENT, TRAVEL, AND HOSPITALITY EXPENSE CLAIM FORM

JOB TITLE: Health and Safety Coordinator

This is an interim claim: first: second:

This is a final claim:

PURPOSE, LOCATION, AND DATE(S):

OMHSRA (Ontario Municipal Health & Safety Representatives) General Meeting held on Friday, November 16, 2018 and held at 2302 Bridge Road, Oakville Ont. L6L 2G6

Other Comments:

Travel is to and from Peterborough to Oakville return. Return trip was actually 360 km but put in 200 km as per policy.

EXPENSES						Foreign Exchange \$	CDN TOTALS	
DATES (mmm dd/yy)	Nov 16/18							
Transportation:								
Personal Auto 61.7 cents/km	200.00 km \$ 123.40	0.00 km \$ 0.00	0.00 km \$ 0.00	0.00 km \$ 0.00	0.00 km \$ 0.00		\$ 123.40	
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 Bill	\$73.24	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 73.24	
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	\$25.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 25.00	
- 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	\$ 221.64	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 221.64	
Less Interim Claim								\$148.40
Less Purchasing Card								\$73.24
BALANCE PAYABLE (to Claimant)								(\$ 0.00)

Recoverable: yes no If yes, recoverat

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

Date: Jan 29/19 Sig

I have examined the above expense claim and the

Date: Jan 31/19 Sig