



City of
Peterborough

PROFESSIONAL DEVELOPMENT, TRAVEL, AND HOSPITALITY EXPENSE CLAIM FORM

JOB TITLE:

Manager Social Services Division

This is an interim claim:

first:

second:

This is a final claim:

PURPOSE, LOCATION, AND DATE(S):

Lean Operational Excellence for Services Organizations - Registration
Toronto, ON May 29 - 31, 2019

Other Comments:

EXPENSES						Foreign Exchange \$	CDN TOTALS
DATES (mmm dd/yy)							
Transportation:							
Personal Auto 61.7 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:	\$3,333.50	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$3,333.50
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	\$3,333.50	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$3,333.50
Less Interim Claim							\$0.00
Less Purchasing Card							\$3,333.50
BALANCE PAYABLE (to Claimant)							\$ 0.00

Recoverable: yes no If yes, rec

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

Date: 06.11.18

I have examined the above expense claim ar

Date: Dec 7/2018