



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 and Safety Representatives Association) on June 21, 2019
 2019 Learning and Development Day in Mississauga Grand Banquet & Event Centre, 35 Brunel Rd., Unit 7, Mississauga L4Z 3E8

Other Comments:
 Booked room one month in advance to aquire best room rate

EXPENSES						Foreign Exchange \$	CDN TOTALS
DATES (mmm dd/yy)	May 23/19	Jun 20/19	Jun 23/19				
Transportation:							
Personal Auto 58.9 cents/km	0.00 km \$ 0.00	165.00 km \$ 97.19	162.00 km \$ 95.42	0.00 km \$ 0.00	0.00 km \$ 0.00		\$ 192.61
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:	\$80.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 80.00
Accommodation:	\$165.71	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 165.71
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	\$43.40	\$0.00	\$0.00	\$0.00	\$0.00	\$ 43.40
Other – Specify: 407 Charges	\$0.00	\$0.00	\$68.51	\$0.00	\$0.00	\$0.00	\$ 68.51
TOTALS	\$ 245.71	\$ 140.59	\$ 163.93	\$ 0.00	\$ 0.00	\$ 0.00	\$ 550.23
Less Interim Claim							\$289.11
Less Purchasing Card							\$68.51
BALANCE PAYABLE (to Claimant)							\$ 192.61

Recoverable: yes no If yes, recov

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

Date: July 25, 2019

I have examined the above expense claim and
0.1. 21 2019