



City of Peterborough

# PROFESSIONAL DEVELOPMENT, TRAVEL, AND HOSPITALITY EXPENSE CLAIM FORM

JOB TITLE: Children's Services - Program Manager

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

**PURPOSE, LOCATION, AND DATE(S):**  
 (Children's Services) OMSSA group meeting, Holiday Inn Toronto International Airport 970 Dixon Rd Toronto On M9W 1J9 June 24<sup>th</sup> 2019

Other Comments:

EXPENSES						Foreign Exchange \$	CDN TOTALS	
DATES (mmm dd/yy)	Jun 23/19	Jun 24/19						
<b>Transportation:</b>								
Personal Auto 58.9 cents/km	157.00 km \$ 92.47	157 km \$ 92.47	0.00 km \$ 0.00	0.00 km \$ 0.00	0.00 km \$ 0.00		\$ 184.94	
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	
<b>Registration:</b>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00	
<b>Accommodation:</b>	\$190.10	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 190.10	
<b>Meals:</b> - 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	
<b>Other - Specify:</b>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00	
<b>TOTALS</b>	\$ 282.57	\$ 92.47	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 375.04	
Less Interim Claim								\$0.00
Less Purchasing Card								\$190.10
<b>BALANCE PAYABLE (to Claimant)</b>								<b>\$ 184.94</b>

Recoverable: yes  no  If yes, recover

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

Date: June 25/19

I have examined the above expense claim and find it valid.

Date: 26/06/19