



City of  
Peterborough

# PROFESSIONAL DEVELOPMENT, TRAVEL, AND HOSPITALITY EXPENSE CLAIM FORM

JOB TITLE: **Transit Operations Supervisor**

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

**PURPOSE, LOCATION, AND DATE(S):**  
Pre delivery inspection at Nova Bus, St Eustache, QC, July 9<sup>th</sup> & 10<sup>th</sup>, 2019

**Other Comments:**  
Attended by Transit Operations Supervisor, Fleet Operations Supervisor and Fleet Services Foreman

EXPENSES						Foreign Exchange \$	CDN TOTALS
DATES (mmm dd/yy)	Jul 09/19	Jul 10/19	Jul 11/19				
<b>Transportation:</b>							
Personal Auto 62.8 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	\$156.28	\$0.00	\$0.00	\$0.00	\$ 156.28
- 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 Gas	\$125.60	\$49.78	\$0.00	\$0.00	\$0.00	\$0.00	\$ 175.38
<b>Registration:</b>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00
<b>Accommodation:</b>	\$0.00	\$485.52	\$0.00	\$0.00	\$0.00	\$0.00	\$ 485.52
<b>Meals:</b> - Breakfast	\$13.83	\$52.10	\$0.00	\$0.00	\$0.00	\$0.00	\$ 65.93
- Lunch	\$25.49	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 25.49
- Dinner	\$0.00	\$33.72	\$0.00	\$0.00	\$0.00	\$0.00	\$ 33.72
<b>Other - Specify:</b>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00
<b>TOTALS</b>	\$ 164.92	\$ 621.12	\$ 156.28	\$ 0.00	\$ 0.00	\$ 0.00	\$ 942.32
Less Interim Claim							\$0.00
Less Purchasing Card							\$942.32
<b>BALANCE PAYABLE (to Claimant)</b>							<b>\$ 0.00</b>

Recoverable: yes  no  If yes, recov

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

Date: Aug 9/19

I have examined the above expense claim and

Date: Aug 9/19



City of Peterborough

# PROFESSIONAL DEVELOPMENT, TRAVEL, AND HOSPITALITY EXPENSE CLAIM FORM

JOB TITLE: Transit Operation Supervisor

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

**PURPOSE, LOCATION, AND DATE(S):**

Pre delivery inspection at Nova Bus, St Eustache, Quebec, July 9 & 10, 2019

**Other Comments:**

Attended by Transit Operations Supervisor, Fleet Operation Supervisor and Fleet Services Foreman

EXPENSES						Foreign Exchange \$	CDN TOTALS
DATES (mmm dd/yy)	Jul 09/19	Jul 10/19					
<b>Transportation:</b>							
Personal Auto 62.8 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 Ferry charge	11.00	11.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 22.00
<b>Registration:</b>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00
<b>Accommodation:</b>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00
<b>Meals:</b> - Breakfast	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00
- Lunch	\$0.00	5.20	\$0.00	\$0.00	\$0.00	\$0.00	\$ 5.20
- 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>	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Less Interim Claim							\$0.00
Less Purchasing Card							\$0.00
<b>BALANCE PAYABLE (to Claimant)</b>							<b>\$ 27.20</b>
Recoverable: yes <input type="checkbox"/> no <input type="checkbox"/> If yes, recoverable from							
I hereby certify that all the above expenditures were disbursed on behalf of the Corporation of the City of Peterborough for purposes stated above.							
Date: <u>July 23/19</u>							
I have examined the above expense claim							
Date: <u>July 24/19</u>							