



City of Peterborough

PROFESSIONAL DEVELOPMENT, TRAVEL, AND HOSPITALITY EXPENSE CLAIM FORM

JOB TITLE: Labour Relations Coordinator

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

PURPOSE, LOCATION, AND DATE(S):

OMHRA Conference being held at DeerHurst Resort September 9th to September 11th, 2019

Other Comments:

EXPENSES						Foreign Exchange \$	CDN TOTALS	
DATES (mmm dd/yy)	Aug 05/19	Sep 09/19	Sep 10/19					
Transportation:								
Personal Auto 62.8 cents/km	0.00 km \$ 0.00	180.00 km \$ 113.04	180.00 km \$ 113.04	0.00 km \$ 0.00	0.00 km \$ 0.00		\$ 226.08	
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:	\$564.99	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 564.99	
Accommodation:	\$221.48	\$205.66	\$0.00	\$0.00	\$0.00	\$0.00	\$ 427.14	
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: Credit to Room	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00	
TOTALS	\$ 786.47	\$ 318.70	\$ 113.04	\$ 0.00	\$ 0.00	\$ 0.00	\$1,218.21	
Less Interim Claim								\$786.47
Less Purchasing Card								\$205.66
BALANCE PAYABLE (to Claimant)								\$ 226.08

Recoverable: yes no If yes, recc

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

Date: Oct 8-2019

I have examined the above expense claim at

Date: Oct 9-2019