



City of Peterborough

PROFESSIONAL DEVELOPMENT, TRAVEL, AND HOSPITALITY EXPENSE CLAIM FORM

JOB TITLE: Curatorial Assistant

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

PURPOSE, LOCATION, AND DATE(S):
To attend the Toronto International Film Festival on September 13, 14 & 15 to view films for the MUSE International Fine Film series, presented by the Peterborough Museum & Archives.

Other Comments:

EXPENSES						Foreign Exchange \$	CDN TOTALS	
DATES (mmm dd/yy)	Sep 13/19	Sep 14/19	Sep 15/19					
Transportation:								
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	\$21.50	\$0.00	\$21.50	\$0.00	\$0.00	\$0.00	\$ 43.00	
- Air	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00	
- Other Taxi	\$0.00	\$0.00	\$10.00	\$0.00	\$0.00	\$0.00	\$ 10.00	
Registration:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00	
Accommodation:	\$400.85	\$400.85	\$0.00	\$0.00	\$0.00	\$0.00	\$ 801.70	
Meals: - Breakfast	\$0.00	\$7.01	\$3.68	\$0.00	\$0.00	\$0.00	\$ 10.69	
- Lunch	\$0.00	\$3.25	\$0.00	\$0.00	\$0.00	\$0.00	\$ 3.25	
- Dinner	\$26.32	\$14.17	\$0.00	\$0.00	\$0.00	\$0.00	\$ 40.49	
Other - Specify:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00	
TOTALS	\$ 448.67	\$ 425.28	\$ 35.18	\$ 0.00	\$ 0.00	\$ 0.00	\$ 909.13	
Less Interim Claim								\$0.00
Less Purchasing Card								\$877.63
BALANCE PAYABLE (to Claimant)								\$ 31.50

Recoverable: yes no If yes, re

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

Date: October 3, 2019

I have examined the above expense claim

Date: Oct 3/19



City of Peterborough

PROFESSIONAL DEVELOPMENT, TRAVEL, AND HOSPITALITY EXPENSE CLAIM FORM

JOB TITLE: Visitor Experience Coordinator

This is an interim claim: first: second:

This is a final claim:

PURPOSE, LOCATION, AND DATE(S):

To attend the Toronto International Film Festival on September 13, 14 & 15 to view films for the MUSE International Fine Film series, presented by the Peterborough Museum & Archives

Other Comments:

EXPENSES						Foreign Exchange \$	CDN TOTALS	
DATES (mmm dd/yy)	Sep 13/19	Sep 14/19	Sep 15/19					
Transportation:								
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	\$21.50	\$0.00	\$21.50	\$0.00	\$0.00	\$0.00	\$ 43.00	
- Air	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00	
- Other taxi	\$10.00	\$0.00	\$7.75	\$0.00	\$0.00	\$0.00	\$ 17.75	
Registration:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00	
Accommodation:	\$400.85	\$400.85	\$0.00	\$0.00	\$0.00	\$0.00	\$ 801.70	
Meals: - Breakfast	\$0.00	\$10.90	\$0.00	\$0.00	\$0.00	\$0.00	\$ 10.90	
- Lunch	\$0.00	\$6.25	\$0.00	\$0.00	\$0.00	\$0.00	\$ 6.25	
- Dinner	\$26.32	\$25.47	\$0.00	\$0.00	\$0.00	\$0.00	\$ 51.79	
Other - Specify:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00	
TOTALS	\$ 458.67	\$ 443.47	\$ 29.25	\$ 0.00	\$ 0.00	\$ 0.00	\$ 931.39	
Less Interim Claim								\$0.00
Less Purchasing Card								\$909.89
BALANCE PAYABLE (to Claimant)								\$ 21.50

Recoverable: yes no If yes, rec:

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

Date: OCTOBER 3, 2019

I have examined the above expense claim a
A. Walker