



City of Peterborough

PROFESSIONAL DEVELOPMENT, TRAVEL, AND HOSPITALITY EXPENSE CLAIM FORM

JOB TITLE:

Wastewater Treatment Supervisor

This is an interim claim: first: second:

This is a final claim:

PURPOSE, LOCATION, AND DATE(S):

2019 Utility Management Forum, held in Burlington, ON

Other Comments:

EXPENSES						Foreign Exchange \$	CDN TOTALS	
DATES (mmm dd/yy)	Oct 21/19	Oct 22/19						
Transportation:								
Personal Auto 62.8 cents/km	177 km \$ 111.16	177 km \$ 111.16	0.00 km \$ 0.00	0.00 km \$ 0.00	0.00 km \$ 0.00		\$ 222.32	
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:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00	
Accommodation:	\$0.00	\$ 190.97	\$0.00	\$0.00	\$0.00	\$0.00	\$ 190.97	
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: Membership fees	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00	
TOTALS	\$ 111.16	\$ 302.13	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 413.29	
Less Interim Claim							\$0.00	
Less Purchasing Card							\$ 190.97	
BALANCE PAYABLE (to Claimant)							\$ 222.32	

Recoverable: yes no If yes, recover

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

Date: Dec 2/19

I have examined the above expense claim and

Date: 2019-12-5