



City of Peterborough

# PROFESSIONAL DEVELOPMENT, TRAVEL, AND HOSPITALITY EXPENSE CLAIM FORM

JOB TITLE: Heritage Researcher

This is an interim claim:  first:  second:

This is a final claim:

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

Heritage Planning for Practitioners course, Algonquin College, Perth Ontario October 24-27, 2019

**Other Comments:**

EXPENSES						Foreign Exchange \$	CDN TOTALS	
DATES (mmm dd/yy)	Oct 01/19	Oct 24/19	Oct 25/19	Oct 26/19	Oct 27/19			
<b>Transportation:</b>								
Personal Auto 60.1 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	\$175.72	\$0.00	\$ 175.72	
- 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[B7] gas	\$0.00	\$0.00	\$0.00	\$0.00	0	\$0.00	\$ 0.00	
<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		\$8.19		\$0.00	\$0.00	\$ 0.00	
- Dinner	\$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	\$ 8.19	\$ 0.00	\$ 175.72	\$ 0.00	\$ 175.72	
Less Interim Claim								\$0.00
Less Purchasing Card								\$175.72
<b>BALANCE PAYABLE (to Claimant)</b>								<b>\$ 0.00</b>

Recoverable: yes  no  If yes, reco

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

Date: Dec. 13, 2019

I have examined the above expense claim ar

Date: Dec 13, 2019



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

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Other Comments:

EXPENSES						Foreign Exchange \$	CDN TOTALS	
DATES (mmm dd/yy)	Oct 01/19	Oct 24/19	Oct 25/19	Oct 26/19	Oct 27/19			
<b>Transportation:</b>								
Personal Auto	0.00 km	0.00 km	0.00 km	0.00 km	0.00 km			
60.1 cents/km	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00		\$ 0.00	
Rental Vehicle	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00	
- Parking	\$0.00	\$8.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 8.00	
- 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[B7] gas	\$0.00	\$0.00	\$0.00	\$0.00	\$57.00	\$0.00	\$ 57.00	
<b>Registration:</b>	\$565.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 565.00	
<b>Accommodation:</b>	\$480.95	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 480.95	
<b>Meals:</b> - Breakfast	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00	
- Lunch	\$0.00	\$9.40	\$8.19	\$18.19	\$8.36	\$0.00	\$ 44.14	
- Dinner	\$0.00	\$17.46	\$0.00	\$50.61	\$0.00	\$0.00	\$ 68.07	
<b>Other - Specify:</b>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00	
<b>TOTALS</b>	\$1,045.95	\$ 34.86	\$ 8.19	\$ 68.80	\$ 65.36	\$ 0.00	\$1,223.16	
Less Interim Claim								\$0.00
Less Purchasing Card								\$1,223.16
<b>BALANCE PAYABLE (to Claimant)</b>								\$ 0.00

Recoverable: yes  no  If yes, rec

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

Date: November 15, 2019

I have examined the above expense claim and

Date: Nov 15, 2019