



# PROFESSIONAL DEVELOPMENT, TRAVEL, AND HOSPITALITY EXPENSE CLAIM FORM

City of Peterborough

JOB TITLE:

Director, Art Gallery of Peterborough

This is an interim claim:  first:  second:

This is a final claim:

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

Attend OAAG awards at Toronto Harbourfront Centre

**Other Comments:**

with Curator

### EXPENSES

Foreign Exchange \$

CDN TOTALS

DATES (mmm dd/yy)	Nov 04/19	Nov 25/19						
<b>Transportation:</b>								
Personal Auto 60.1 cents/km	0.00 km \$ 0.00	200.00 km \$ 120.20	0.00 km \$ 0.00	0.00 km \$ 0.00	0.00 km \$ 0.00		\$ 120.20	
Rental Vehicle	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00	
- Parking	\$0.00	\$59.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 59.00	
- 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]	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00	
<b>Registration:</b>	\$64.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 64.00	
<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	\$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	
<b>Other - Specify:</b>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00	
<b>TOTALS</b>	\$ 64.00	\$ 179.20	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 243.20	
Less Interim Claim								\$0.00
Less Purchasing Card								\$123.00
<b>BALANCE PAYABLE (to Claimant)</b>								<b>\$ 120.20</b>

Recoverable: yes  no  If yes, reco

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

Date: Dec 10/19

I have examined the above expense claim ar

Date: \_\_\_\_\_