



City of
Peterborough

PROFESSIONAL DEVELOPMENT, TRAVEL, AND HOSPITALITY EXPENSE CLAIM FORM

JOB TITLE:

Manager of Arts, Culture & Heritage

This is an interim claim: first: second:

This is a final claim:

PURPOSE, LOCATION, AND DATE(S):

AMCTO - EDMM Mississauga April 4-17 2019

Other Comments:

EXPENSES						Foreign Exchange \$	CDN TOTALS	
DATES (mmm dd/yy)	Mar 14/19							
Transportation:								
Personal Auto 54.2 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	\$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:	\$2,467.92	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,467.92	
Accommodation:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00	
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:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00	
TOTALS	\$2,467.92	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$2,467.92	
Less Interim Claim								\$0.00
Less Purchasing Card								\$2,467.92
BALANCE PAYABLE (to Claimant)								\$ 0.00

Recoverable: yes no If yes, rec

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

Date: _____

I have examined the above expense claim &

Date: April 12/2019



City of Peterborough

PROFESSIONAL DEVELOPMENT, TRAVEL, AND HOSPITALITY EXPENSE CLAIM FORM

JOB TITLE: **Manager Arts, Culture & Heritage**

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

PURPOSE, LOCATION, AND DATE(S):
AMCTO - EDMM Mississauga April 3-5, 2019

Other Comments:
There will be multiple claims for this course running from April 4, 2019 to April 17, 2020

EXPENSES						Foreign Exchange \$	CDN TOTALS	
DATES (mmm dd/yy)	Apr 04/19	Apr 05/19						
Transportation:								
Personal Auto 58.9 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	\$81.59	\$0.00	\$0.00	\$0.00	\$0.00	\$ 81.59	
- 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 Gas	\$50.00	\$20.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 70.00	
Registration:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00	
Accommodation:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00	
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:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00	
TOTALS	\$ 50.00	\$ 101.59	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 151.59	
Less Interim Claim								\$0.00
Less Purchasing Card								\$151.59
BALANCE PAYABLE (to Claimant)								\$ 0.00

Recoverable: yes no If yes, recove

I hereby certify that all the above expenditures \ purposes stated above.

Date: 15 MAY 2019

I have examined the above expense claim and :

Date: May 16 119



City of
Peterborough

PROFESSIONAL DEVELOPMENT, TRAVEL, AND HOSPITALITY EXPENSE CLAIM FORM

JOB TITLE:

Manager Arts, Culture & Heritage

This is an interim claim: first: second:

This is a final claim:

PURPOSE, LOCATION, AND DATE(S):

AMCTO - EDMM Mississauga November 14th, 15th 2019

Other Comments:

There will be multiple claims for this course running from April 4, 2019 to April 17, 2020

EXPENSES						Foreign Exchange \$	CDN TOTALS	
DATES (mmm dd/yy)	Nov 14/19	Nov 15/19						
Transportation:								
Personal Auto 58.9 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	\$134.28	\$0.00	\$0.00	\$0.00	\$0.00	\$ 134.28	
- 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 Gas	\$46.21	\$20.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 66.21	
Registration:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00	
Accommodation:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00	
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:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00	
TOTALS	\$ 46.21	\$ 154.28	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 200.49	
Less Interim Claim								\$0.00
Less Purchasing Card								\$200.49
BALANCE PAYABLE (to Claimant)								\$ 0.00

Recoverable: yes no If yes, recov

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

Date: _____

I have examined the above expense claim an

Date: _____



City of Peterborough

PROFESSIONAL DEVELOPMENT, TRAVEL, AND HOSPITALITY EXPENSE CLAIM FORM

JOB TITLE:

Manager Arts, Culture & Heritage

This is an interim claim:

first:

second:

This is a final claim:

PURPOSE, LOCATION, AND DATE(S):

Attending classes for AMCTO Course in Mississauga, ON from April 2019 to April 2020

Other Comments:

EXPENSES						Foreign Exchange \$	CDN TOTALS
DATES (mmm dd/yy)	May 17/19	May 18/19	May 19/19				
Transportation:							
Personal Auto 58.9 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	\$88.37	\$0.00	\$40.29	\$0.00	\$0.00	\$0.00	\$ 128.66
- 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 Gas	\$28.84	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 28.84
Registration:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00
Accommodation:	\$0.00	\$128.10	\$0.00	\$0.00	\$0.00	\$0.00	\$ 128.10
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:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00
TOTALS	\$ 117.21	\$ 128.10	\$ 40.29	\$ 0.00	\$ 0.00	\$ 0.00	\$ 285.60
Less Interim Claim							\$0.00
Less Purchasing Card							\$285.60
BALANCE PAYABLE (to Claimant)							\$ 0.00

Recoverable: yes no If yes, reco:

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

Date: June 7/19

I have examined the above expense claim an

Date: June 17/19



City of Peterborough

PROFESSIONAL DEVELOPMENT, TRAVEL, AND HOSPITALITY EXPENSE CLAIM FORM

JOB TITLE:

Manager Arts, Culture & Heritage

This is an interim claim: first: second:

This is a final claim:

PURPOSE, LOCATION, AND DATE(S):

Registration Fee for AMCTO Program: Executive Diploma in Municipal Management Term 2 - in Mississauga, ON

Other Comments:

The course runs from September 20, 2019 to April 17, 2020.

EXPENSES						Foreign Exchange \$	CDN TOTALS	
DATES (mmm dd/yy)	Aug 27/19							
Transportation:								
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	\$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	
Registration:	\$1,645.28	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,645.28	
Accommodation:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00	
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:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00	
TOTALS	\$1,645.28	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$1,645.28	
Less Interim Claim								\$0.00
Less Purchasing Card								\$1,645.28
BALANCE PAYABLE (to Claimant)								\$ 0.00

Recoverable: yes no If yes, recc

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

Date: Oct. 16/19

I have examined the above expense claim a

Date: Oct 18/19



City of Peterborough

PROFESSIONAL DEVELOPMENT, TRAVEL, AND HOSPITALITY EXPENSE CLAIM FORM

JOB TITLE: **Manager Arts, Culture & Heritage**

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

PURPOSE, LOCATION, AND DATE(S):

AMCTO Conference in Mississauga, ON, from Sept 19 to Sept 20, 2019. This claim is for travel expenses incurred between September 18 to September 20, 2019 to travel to and from the conference for these two dates.

Other Comments:

There are on-going conference days in Mississauga between April 4, 2019 to April 17, 2020 for this AMCTO Course.

EXPENSES						Foreign Exchange \$	CDN TOTALS	
DATES (mmm dd/yy)	Sep 18/19	Sep 19/19						
Transportation:								
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	\$108.93	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 108.93	
- 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 -Gas for rental vehicle	\$0.00	\$63.47	\$0.00	\$0.00	\$0.00	\$0.00	\$ 63.47	
Registration:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00	
Accommodation:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00	
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:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00	
TOTALS	\$ 108.93	\$ 63.47	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 172.40	
Less Interim Claim								\$0.00
Less Purchasing Card								\$172.40
BALANCE PAYABLE (to Claimant)								\$ 0.00

Recoverable: yes no If yes, rec

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

Date: Oct 16/19

I have examined the above expense claim and

Date: Oct 15/19



City of Peterborough

PROFESSIONAL DEVELOPMENT, TRAVEL, AND HOSPITALITY EXPENSE CLAIM FORM

JOB TITLE:

Manager Arts, Culture & Heritage

This is an interim claim: first: second:

This is a final claim:

PURPOSE, LOCATION, AND DATE(S):

AMCTO - EDMM Mississauga Oct 23-24, 2019

Other Comments:

There will be multiple claims for this course running from April 4, 2019 to April 17, 2020

EXPENSES						Foreign Exchange \$	CDN TOTALS	
DATES (mmm dd/yy)	Oct 23/19	Oct 24/19						
Transportation:								
Personal Auto 58.9 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	\$81.59	\$0.00	\$0.00	\$0.00	\$0.00	\$ 81.59	
- 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 Gas	\$75.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 75.00	
Registration:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00	
Accommodation:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00	
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:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00	
TOTALS	\$ 75.00	\$ 81.59	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 156.59	
Less Interim Claim								\$0.00
Less Purchasing Card								\$156.59
BALANCE PAYABLE (to Claimant)								\$ 0.00

Recoverable: yes no If yes, recov

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

Date: 15 NOV 2019.

I have examined the above expense claim and

Date: 18/11/19



City of
Peterborough

PROFESSIONAL DEVELOPMENT, TRAVEL, AND HOSPITALITY EXPENSE CLAIM FORM

JOB TITLE:

Manager Arts, Culture & Heritage

This is an interim claim: first: second:

This is a final claim:

PURPOSE, LOCATION, AND DATE(S):

AMCTO - EDMM Mississauga December 11,12 2019 (December 9th charge is toll charge from November)

Other Comments:

There will be multiple claims for this course running from April 4, 2019 to April 17, 2020

EXPENSES						Foreign Exchange \$	CDN TOTALS	
DATES (mmm dd/yy)	Dec 9/19	Dec 12/19						
Transportation:								
Personal Auto 58.9 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	\$40.79	\$0.00	\$0.00	\$0.00	\$0.00	\$ 40.79	
- 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 Gas x 2 charges - Dec 12/19	\$0.00	\$32.43	\$0.00	\$0.00	\$0.00	\$0.00	\$ 32.43	
Registration:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00	
Accommodation:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00	
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: 407 Road Toll Charge	\$29.76	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 29.76	
TOTALS	\$ 29.76	\$ 73.22	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 102.98	
Less Interim Claim								\$0.00
Less Purchasing Card								\$102.98
BALANCE PAYABLE (to Claimant)								\$ 0.00

Recoverable: yes no If yes, recover

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

Date: _____

I have examined the above expense claim and

Date: 1/10/2020