



City of Peterborough

PROFESSIONAL DEVELOPMENT, TRAVEL, AND HOSPITALITY EXPENSE CLAIM FORM

JOB TITLE: Library CEO

This is an interim claim: first: second:

This is a final claim:

PURPOSE, LOCATION, AND DATE(S):

Travel and expense for the Library CEO to attend the OLA SuperConference in Toronto January 30, 2019 to Feb 1, 2019.

Other Comments:

Dinner charge from January 30/19 listed on accomodation receipt.

EXPENSES						Foreign Exchange \$	CDN TOTALS
DATES (mmm dd/yy)	Jan 30/19	Jan 31/19	Feb 01/19				
Transportation:							
Personal Auto 54.2 cents/km	99.30 km \$ 53.82	0.00 km \$ 0.00	99.30 km \$ 53.82	0.00 km \$ 0.00	0.00 km \$ 0.00		\$ 107.64
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 Go train	\$8.60	\$0.00	\$7.64	\$0.00	\$0.00	\$0.00	\$ 16.24
Registration:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00
Accommodation:	\$0.00	\$0.00	\$444.22	\$0.00	\$0.00	\$0.00	\$ 444.22
Meals: - Breakfast	\$5.14	\$10.40	\$0.00	\$0.00	\$0.00	\$0.00	\$ 15.54
- Lunch	\$0.00	\$13.51	24.30	\$0.00	\$0.00	\$0.00	\$ 37.81
- Dinner	\$35.52	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 35.52
Other - Specify:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00
TOTALS	\$ 103.08	\$ 23.91	\$ 529.98	\$ 0.00	\$ 0.00	\$ 0.00	\$ 656.97
Less Interim Claim							\$0.00
Less Purchasing Card							\$536.55
BALANCE PAYABLE (to Claimant)							\$ 120.42
Recoverable: yes <input type="checkbox"/> no <input checked="" type="checkbox"/> If yes, recoverable from							

I hereby certify that all the above expenditures were disbursed on behalf of the Corporation of the City of Peterborough for purposes stated above.

Date: March 5/2019

I have examined the above expense claim at

Date: March 11/2019



City of Peterborough

PROFESSIONAL DEVELOPMENT, TRAVEL, AND HOSPITALITY EXPENSE CLAIM FORM

JOB TITLE:

LIBRARIAN

This is an interim claim: first: second:

This is a final claim:

PURPOSE, LOCATION, AND DATE(S):

Ontario Library Association Conference, January 30, 2019

Other Comments:

One day only (not entire conference)

EXPENSES						Foreign Exchange \$	CDN TOTALS	
DATES (mmm dd/yy)								
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:	\$310.75	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 310.75	
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	\$ 310.75	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 310.75	
Less Interim Claim								\$0.00
Less Purchasing Card								\$310.75
BALANCE PAYABLE (to Claimant)								\$ 0.00

Recoverable: yes no If yes, recover:

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

Date: Feb. 15/19

I have examined the above expense claim and

Date: Feb 19/2019



City of Peterborough

PROFESSIONAL DEVELOPMENT, TRAVEL, AND HOSPITALITY EXPENSE CLAIM FORM

JOB TITLE: Library CEO

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

PURPOSE, LOCATION, AND DATE(S):
CEO conference fees for the OLA Superconference in January 2019.

Other Comments:

EXPENSES						Foreign Exchange \$	CDN TOTALS	
DATES (mmm dd/yy)	Dec 03/18							
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:	\$463.30	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 463.30	
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	\$ 463.30	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 463.30	
Less Interim Claim								\$0.00
Less Purchasing Card								\$463.30
BALANCE PAYABLE (to Claimant)								

Recoverable: yes no If yes, recov

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

Date: Jan 18/2019

I have examined the above expense claim and

Date: Jan 21/2019