



City of
Peterborough

PROFESSIONAL DEVELOPMENT, TRAVEL, AND HOSPITALITY EXPENSE CLAIM FORM

JOB TITLE:

Visitors Services, Art Gallery of
Peterborough

This is an interim claim: first: second:

This is a final claim:

PURPOSE, LOCATION, AND DATE(S):

attend a OAG workshop with Curator at University of Toronto, Scarborough

Other Comments:

Strategizing Acquisitions

EXPENSES

Foreign
Exchange
\$

CDN
TOTALS

DATES
(mmm dd/yy)

Mar 21/19

Transportation:

DATES	Mar 21/19						
Personal Auto 54.2 cents/km	200.00 km \$ 108.40	0.00 km \$ 0.00	0.00 km \$ 0.00	0.00 km \$ 0.00	0.00 km \$ 0.00		\$ 108.40
Rental Vehicle	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00
- Parking	\$8.50	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 8.50
- 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:	\$300.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 300.00
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	\$ 416.90	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 416.90

Less Interim Claim

\$0.00

Less Purchasing Card

\$308.50

BALANCE PAYABLE (to Claimant)

\$ 108.40

Recoverable: yes no If yes, rec:

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

Date: 4 April 2019

I have examined the above expense claim at

Date: Apr 17/19