



City of Peterborough

PROFESSIONAL DEVELOPMENT, TRAVEL, AND HOSPITALITY EXPENSE CLAIM FORM

JOB TITLE:

Capital Planning Analyst, Housing Services

This is an interim claim: first: second:

This is a final claim:

PURPOSE, LOCATION, AND DATE(S):

HSC Sustainable Housing Initiative Windmill Line Co-op 125 Scadding Ave Toronto, April 25-26, 2019

Other Comments:

EXPENSES						Foreign Exchange \$	CDN TOTALS	
DATES (mmm dd/yy)	Apr 24/19	Apr 25/19	Apr 26/19					
Transportation:								
Personal Auto 58.9 cents/km	131.00 km \$ 77.16	0.00 km \$ 0.00	131.00 km \$ 77.16	0.00 km \$ 0.00	0.00 km \$ 0.00		\$ 154.32	
Rental Vehicle	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00	
- Parking	\$27.00	51.98	\$0.00	\$0.00	\$0.00	\$0.00	\$ 78.98	
- 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 Taxi	\$0.00	\$26.93	\$29.68	\$0.00	\$0.00	\$0.00	\$ 56.61	
Registration:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00	
Accommodation:	\$319.88	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 319.88	
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	\$10.46	\$24.27	\$0.00	\$0.00	\$0.00	\$0.00	\$ 34.73	
Other - Specify:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00	
TOTALS	\$ 434.50	\$ 103.18	\$ 106.84	\$ 0.00	\$ 0.00	\$ 0.00	\$ 644.52	
Less Interim Claim								\$0.00
Less Purchasing Card								\$319.88
BALANCE PAYABLE (to Claimant)								\$ 324.64

Recoverable: yes no If yes, rec

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

Date: May 3/19

I have examined the above expense claim:
Date: May 10/19