



City of Peterborough

PROFESSIONAL DEVELOPMENT, TRAVEL, AND HOSPITALITY EXPENSE CLAIM FORM

JOB TITLE: WWTP Plant Operator

This is an interim claim: first: second:

This is a final claim:

PURPOSE, LOCATION, AND DATE(S):

Training in Ottawa, attending the annual Canadian Water and Wastewater Association conference 'Window on Ottawa'. June 3 and 4, 2019. The conference was located at 101 Lyon St N, Ottawa ON, K1R 5T9. The employee travelled in his own vehicle.

Other Comments:

EXPENSES						Foreign Exchange \$	CDN TOTALS
DATES (mmm dd/yy)	Jun 02/19	Jun 03/19	Jun 04/19				
Transportation:							
Personal Auto 58.9 cents/km	306.00 km \$ 180.23	0.00 km \$ 0.00	306.00 km \$ 180.23	0.00 km \$ 0.00	0.00 km \$ 0.00		\$ 360.46
Rental Vehicle	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00
- Parking	\$0.00	\$0.00	\$40.00	\$0.00	\$0.00	\$0.00	\$ 40.00
- 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/Parking	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00
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	\$30.96	\$37.29	\$0.00	\$0.00	\$0.00	\$0.00	\$ 68.25
Other - Specify:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00
TOTALS	\$ 211.19	\$ 37.29	\$ 220.23	\$ 0.00	\$ 0.00	\$ 0.00	\$ 468.71
Less Interim Claim						RECEIVED	\$0.00
Less Purchasing Card						JUN 06 2019	\$108.25
BALANCE PAYABLE (to Claimant)						CHIEF ACCOUNTANT	\$ 360.46
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: Jan 5/19

I have examined the above expense claim



City of Peterborough

PROFESSIONAL DEVELOPMENT, TRAVEL, AND HOSPITALITY EXPENSE CLAIM FORM

JOB TITLE:

Waste Water Collection Supervisor

This is an interim claim: first: second:

This is a final claim:

PURPOSE, LOCATION, AND DATE(S):

Training in Ottawa, attending the annual Canadian Water and Wastewater Association conference 'Window on Ottawa'. June 3 and 4, 2019. The conference was located at 101 Lyon St N, Ottawa ON, K1R 5T9. The employee travelled in his own vehicle. A

Other Comments:

EXPENSES						Foreign Exchange \$	CDN TOTALS
DATES (mmm dd/yy)	June 02/19	June 03/19					
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	\$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:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00
Accommodation:	245.62	245.62	\$0.00	\$0.00	\$0.00	\$0.00	\$ 491.24
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: Membership fees	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00
TOTALS	\$ 245.62	\$ 245.62	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 491.24
Less Interim Claim							\$0.00
Less Purchasing Card							\$491.24
BALANCE PAYABLE (to Claimant)							\$ 0.00

Recoverable: yes no If yes, rec:

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

Date: July 10/19

I have examined the above expense claim a

Date: 2019-07-16