



City of
Peterborough

PROFESSIONAL DEVELOPMENT, TRAVEL, AND HOSPITALITY EXPENSE CLAIM FORM

JOB TITLE:

Program Integrity Officer

This is an interim claim: first: second:

This is a final claim:

PURPOSE, LOCATION, AND DATE(S):

Built for Zero Learning Session - Toronto Ontario at the Double Tree Hotel June 17-19, 2019

Other Comments:

Hotel stay only

EXPENSES						Foreign Exchange \$	CDN TOTALS	
DATES (mmm dd/yy)	Jun 17/19	Jun 18/19						
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:	\$198.61	\$198.61	\$0.00	\$0.00	\$0.00	\$0.00	\$ 397.22	
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	\$ 198.61	\$ 198.61	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 397.22	
Less Interim Claim							\$0.00	
Less Purchasing Card							\$397.22	
BALANCE PAYABLE (to Claimant)							\$ 0.00	

Recoverable: yes no If yes, recove

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

Date: July 31 19

I have examined the above expense claim and t

Date: July 31 19



City of Peterborough

PROFESSIONAL DEVELOPMENT, TRAVEL, AND HOSPITALITY EXPENSE CLAIM FORM

JOB TITLE: **Social Services Division Manager**

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

PURPOSE, LOCATION, AND DATE(S):

Manager of Social Services Division attended Built for Zero in Toronto, June 17-19, 2019

Other Comments:

Dinner receipt for Manager and two other Social Services staff

EXPENSES						Foreign Exchange \$	CDN TOTALS	
DATES (mmm dd/yy)	June 17/19							
Transportation:								
Personal Auto 54.2 cents/km	325 km \$ 176.15	km \$ 0.00	0.00 km \$ 0.00	0.00 km \$ 0.00	0.00 km \$ 0.00		\$ 176.15	
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:	\$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	\$110.87	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 110.87	
Other - Specify:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00	
TOTALS	\$ 287.02	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 287.02	
Less Interim Claim								\$0.00
Less Purchasing Card								\$110.87
BALANCE PAYABLE (to Claimant)								\$ 176.15

Recoverable: yes no If yes, recove

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

Date: 05/07/19

I have examined the above expense claim and

Date: July 15/19