Information from Approved Travel Request

Traveler

Name:	Peltzer, Ed
Address:	MBARI 7700 Sandholdt Rd. Moss Landing, CA, 95039 USA

Trip Information

Destination:	Halifax, Nova Scotia, Canada
Departure Date:	9/20/2008
Return Date:	9/27/2008
Travel Auth Num:	T08-0363
Travel Purpose:	Attend ICES Annual Science Conference and present paper/poster

Budget Items

Category	Quantity	Cost	Total
Airfare	1	Amount: $800.00	$800.00
Lodging	Days: 7	Cost/Day: $150.00	$1,050.00
Personal Car	Miles: 100	Cost/Mile: $0.5050	$50.50
Other Transport	1	Amount: $50.00	$50.00
Meals	Days: 8	Cost/Day: $50.00	$400.00
Telephone	Days: 7	Cost/Day: $12.00	$84.00
Registration/Conference Fees	1	Amount: $210.00	$210.00
		Total Budgeted Items:	$2,644.50

Assignments (After Reimbursement)

Project	Account	Reference Number	Total
200001.00-Greenhouse Gases	5030-000-Conference Fees/Registrat	(none)	$210.00
200001.00-Greenhouse Gases	5530-000-Travel - Foreign	(none)	$2,434.50
		Total Budget:	$2,644.50

Cash Advance

Requested Amount: $0.00

3rd Party Reimbursement

Reimburser:
Amount: $0.00

Traveler Remarks

Expense Report Information

Grand Totals: Budget: $2,644.50 Expenses: $2,586.59

Category: Airfare

Tran Date	How Paid	Description	Cost	Personal Amount	Total
5/21/2008	MBARI AMEX	Airfare to ICES ASC in Halifax, Nova Scotia in Sep	$339.93	$0.00	$339.93
9/19/2008	MBARI AMEX	Additional airfare due to schedule change	$404.00	$0.00	$404.00
				Category Total:	$743.93

Category: Lodging

Tran Date	How Paid	Description	Cost	Personal Amount	Total
9/27/2008	MBARI AMEX	Hotel	$1,141.72	$0.00	$1,141.72
				Category Total:	$1,141.72

Category: Rental Car

Tran Date	How Paid	Description	Cost	Personal Amount	Total
9/20/2008	MBARI AMEX	Rental car one-way from soquel to SFO	$66.99	$0.00	$66.99
9/20/2008	MBARI AMEX	Gas for rental car	$11.04	$0.00	$11.04
				Category Total:	$78.03

Category: Other Transport

Tran Date	How Paid	Description	Cost	Personal Amount	Total
9/21/2008	Out of Pocket	Taxi	$33.98	$0.00	$33.98
9/25/2008	MBARI AMEX	Shuttle from SFO to Soquel	$130.00	$0.00	$130.00
9/26/2008	Out of Pocket	Shuttle to Airport	$17.48	$0.00	$17.48
				Category Total:	$181.45

Category: Meals

Tran Date	How Paid	Description	Cost	Personal Amount	Total
9/20/2008	Out of Pocket	Snack	$4.78	$0.00	$4.78
9/21/2008	Out of Pocket	Breakfast	$3.63	$0.00	$3.63
9/21/2008	Out of Pocket	Snack	$2.43	$0.00	$2.43
9/21/2008	MBARI AMEX	Dinner	$14.18	$0.00	$14.18
9/22/2008	Out of Pocket	Lunch	$15.51	$0.00	$15.51
9/22/2008	Out of Pocket	Snack	$2.43	$0.00	$2.43
9/22/2008	Out of Pocket	Dinner	$7.76	$0.00	$7.76
9/23/2008	Out of Pocket	Dinner	$41.84	$5.48	$36.36
9/23/2008	MBARI AMEX	Lunch	$17.59	$0.00	$17.59
9/24/2008	Out of Pocket	Lunch	$6.57	$0.00	$6.57
9/24/2008	Out of Pocket	Snack	$2.43	$0.00	$2.43
9/24/2008	MBARI AMEX	Dinner	$36.24	$8.91	$27.33
9/25/2008	Out of Pocket	Lunch	$15.53	$0.00	$15.53
9/25/2008	MBARI AMEX	Dinner	$49.19	$7.91	$41.28
9/26/2008	Out of Pocket	Snack	$3.40	$0.00	$3.40
9/26/2008	MBARI AMEX	Lunch	$14.69	$0.00	$14.69
9/27/2008	MBARI AMEX	Dinner / In-flight meal	$8.00	$0.00	$8.00
				Category Total:	$223.90

Category: Miscellaneous

Tran Date	How Paid	Description	Cost	Personal Amount	Total
9/21/2008	Out of Pocket	Bank fee	$10.00	$0.00	$10.00
				Category Total:	$10.00

Category: Registration/Conference Fees

Tran Date	How Paid	Description	Cost	Personal Amount	Total
9/20/2008	Out of Pocket	Registration fee	$207.56	$0.00	$207.56
				Category Total:	$207.56

Assignments

Project	Account	Reference Number	Total
200001.00-Greenhouse Gases	5030-000-Conference Fees/Registrat	(none)	$207.56
200001.00-Greenhouse Gases	5530-000-Travel - Foreign	(none)	$2,379.03
		Total:	$2,586.59

Reimbursements

Actual Cash Advance:	$207.56
3rd Party Reimbursement:	$0.00

Business Meal

There are no business meals for this expense report.

Expense Report Remarks

Auditor Remarks

Amount Due Traveler

Cash Expenses:	$375.32
Personal Amount:	-$22.30
Cash Advance:	-$207.56
Amount Due Traveler:	**$145.46**