Information from Approved Travel Request

Traveler

Name: Brewer, Peter G.

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

Trip Information

Destination: La Jolla, CA, USA
Departure Date: 4/23/2008
Return Date: 4/25/2008
Travel Auth Num: T08-0423
Travel Purpose: To attend the MHAC meeting

Budget Items

Category	Quantity	Cost	Total
Lodging	Days: 1	Cost/Day: $190.00	$190.00
Personal Car	Miles: 20	Cost/Mile: $0.5050	$10.10
Other Transport	1	Amount: $80.00	$80.00
Meals	Days: 1	Cost/Day: $35.00	$35.00
		Total Budgeted Items:	$315.10

Assignments (After Reimbursement)

Project	Account	Reference Number	Total
200001.00-Greenhouse Gases	5500-000-Travel - Domestic	(none)	$315.10
		Total Budget:	$315.10

Cash Advance

Requested Amount: $0.00

3rd Party Reimbursement

Reimburser:
Amount:

Traveler Remarks

Expense Report Information

Grand Totals: Budget: $315.10 Expenses: $238.50

Category: Lodging

Tran Date	How Paid	Description	Cost	Personal Amount	Total
4/25/2008	MBARI AMEX	Hotel La Jolla	$190.13	$0.00	$190.13
				Category Total:	$190.13

Category: Other Transport

Tran Date	How Paid	Description	Cost	Personal Amount	Total
4/24/2008	MBARI AMEX	Republic Parking	$11.00	$0.00	$11.00
				Category Total:	$11.00

Category: Meals

Comment: The $10.00 personal amount was for alcohol.

Tran Date	How Paid	Description	Cost	Personal Amount	Total
4/23/2008	MBARI AMEX	Piatti La Jolla	$47.37	$10.00	$37.37
				Category Total:	$37.37

Assignments

Project	Account	Reference Number	Total
200001.00-Greenhouse Gases	5500-000-Travel - Domestic	(none)	$238.50
		Total:	$238.50

Reimbursements

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

Expense Report Remarks

Airfare was directly paid for by a third party. Most of the receipts submitted are copies because a third party has fully reimbursing Peter for this trip. The personal check for $248.50 from Peter Brewer is physically attached to the paper version of this expense report.

Auditor Remarks

Amount Due Traveler

Cash Expenses: $0.00
Personal Amount: -$10.00
Cash Advance: -$0.00

Amount Due Traveler: ($10.00)