Information from Approved Travel Request

Traveler

Name: Brewer, Peter G.

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

Trip Information

Destination: Nankang, Taipei, Taiwan
Departure Date: 11/4/2008
Return Date: 11/12/2008
Travel Auth Num: T08-0580
Travel Purpose: To present invited papers at an International Symposium on Ocean Acidification

Budget Items

Category	Quantity	Cost	Total
Airfare	1	Amount: $1,200.00	$1,200.00
Lodging	Days: 8	Cost/Day: $150.00	$1,200.00
Other Transport	1	Amount: $200.00	$200.00
Meals	Days: 10	Cost/Day: $60.00	$600.00
		Total Budgeted Items:	$3,200.00

Assignments (After Reimbursement)

Project	Account	Reference Number	Total
200001.00-Greenhouse Gases	5530-000-Travel - Foreign	(none)	$3,200.00
		Total Budget:	$3,200.00

Cash Advance

Requested Amount: $0.00

3rd Party Reimbursement

Reimburser:
Amount: $0.00

Traveler Remarks

All costs will be reimbursed by Academia Sinica (Taiwan).

Expense Report Information

Grand Totals: Budget: $3,200.00 Expenses: $2,105.18

Category: Airfare

Comment: The original tickets were sent to a third party for reimbursement. So copies are provided. The $25.00 fee was for talking on the telephone with a United representative. Better flight itineraries and prices are offered if you call and talk with a representative, than if you book your flight online. A receipt was not provided for the fee charged for calling United for reservation assistance.

Tran Date	How Paid	Description	Cost	Personal Amount	Total
7/1/2008	MBARI AMEX	United Airlines	$2,080.18	$0.00	$2,080.18
7/1/2008	MBARI AMEX	United Airlines Fee	$25.00	$0.00	$25.00
				Category Total:	$2,105.18

Assignments

Project	Account	Reference Number	Total
200001.00-Greenhouse Gases	5530-000-Travel - Foreign	(none)	$2,105.18
		Total:	$2,105.18

Reimbursements

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

Business Meal

There are no business meals for this expense report.

Expense Report Remarks

A third party will reimburse the full amount for Peter's flight. Aside from the flight and the United calling fee all other costs for this trip were paid for directly from a third party.

Auditor Remarks

Amount Due Traveler

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

Amount Due Traveler: $0.00