Information from Approved Travel Request

Traveler

Name:	Peltzer, Ed
Address:	4600 Hilltop Road Soquel, CA, 95073 USA

Trip Information

Destination:	San Francisco, CA, USA
Departure Date:	12/14/2008
Return Date:	12/19/2008
Travel Auth Num:	T08-0854
Travel Purpose:	To attend AGU

Budget Items

Category	Quantity	Cost	Total
Lodging	Days: 5	Cost/Day: $160.00	$800.00
Personal Car	Miles: 80	Cost/Mile: $0.5850	$46.80
Other Transport	1	Amount: $200.00	$200.00
Meals	Days: 6	Cost/Day: $45.00	$270.00
Miscellaneous	1	Amount: $100.00	$100.00
Registration/Conference Fees	1	Amount: $355.00	$355.00
		Total Budgeted Items:	$1,771.80

Assignments (After Reimbursement)

Project	Account	Reference Number	Total
200001.00-Greenhouse Gases	5030-000-Conference Fees/Registrat	(none)	$355.00
200001.00-Greenhouse Gases	5500-000-Travel - Domestic	(none)	$1,416.80
		Total Budget:	$1,771.80

Cash Advance

Requested Amount: $200.00

3rd Party Reimbursement

Reimburser:
Amount: $0.00

Traveler Remarks

The cash advance is for meals and other out of pocket expenses.

Expense Report Information

Grand Totals: Budget: $1,771.80 Expenses: $405.00

Category: Registration/Conference Fees

Tran Date	How Paid	Description	Cost	Personal Amount	Total
2/1/2009	Direct Bill/MC	Copied: American Express	$335.00	$0.00	$335.00
2/1/2009	Direct Bill/MC	Copied: American Express	$70.00	$0.00	$70.00
				Category Total:	$405.00

Assignments

Project	Account	Reference Number	Total
200001.00-Greenhouse Gases	5030-000-Conference Fees/Registrat	(none)	$405.00
		Total:	$405.00

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

Auditor Remarks

Amount Due Traveler

Cash Expenses:	$0.00
Personal Amount:	-$0.00
Cash Advance:	-$0.00
Amount Due Traveler:	**$0.00**