Information from Approved Travel Request

Traveler

Name: Bermudez, Luis

Address: MBARI
7700 Sandholdt Rd
Moss Landing, CA, 95039-9644
USA

Trip Information

Destination:	San Francisco, CA, USA
Departure Date:	12/12/2007
Return Date:	12/15/2007
Travel Auth Num:	T07-0657
Travel Purpose:	AGU Fall 2007

Budget Items

Category	Quantity	Cost	Total
Lodging	Days: 3	Cost/Day: $170.00	$510.00
Personal Car	Miles: 244	Cost/Mile: $0.4850	$118.34
Other Transport	1	Amount: $120.00	$120.00
Meals	Days: 3	Cost/Day: $60.00	$180.00
Registration/Conference Fees	1	Amount: $390.00	$390.00
		Total Budgeted Items:	$1,318.34

Assignments (After Reimbursement)

Project	Account	Reference Number	Total
666000.00-Eng Develop- Data Systems	5030-000-Conference Fees/Registrat	(none)	$390.00
701647.00-Marine Metadata Initiativ	5500-000-Travel - Domestic	(none)	$928.34
		Total Budget:	$1,318.34

Cash Advance

Requested Amount: $0.00

3rd Party Reimbursement

Reimburser:
Amount:

Traveler Remarks

Expense Report Information

Grand Totals: Budget: $1,318.34 Expenses: $1,375.34

Category: Lodging

Tran Date	How Paid	Description	Cost	Personal Amount	Total
12/16/2007	MBARI AMEX	Lodging + parking	$553.65	$0.00	$553.65
				Category Total:	$553.65

Category: Personal Car

Tran Date	How Paid	Description	Quantity	Cost	Personal Amount	Total
12/12/2007	Out of Pocket	Monterey to San Francisco	Miles: 244	Cost/Mile ($):0.4850	$0.00	$118.34
					Category Total:	$118.34

Category: Other Transport

Comment: parking

Tran Date	How Paid	Description	Cost	Personal Amount	Total
12/16/2007	MBARI AMEX	Lodging + parking	$147.06	$0.00	$147.06
				Category Total:	$147.06

Category: Meals

Tran Date	How Paid	Description	Cost	Personal Amount	Total
12/12/2007	Out of Pocket	Lunch	$17.45	$0.00	$17.45
12/12/2007	Out of Pocket	Dinner	$19.34	$0.00	$19.34
12/13/2007	Out of Pocket	Breakfast	$15.34	$0.00	$15.34
12/13/2007	Out of Pocket	Lunch	$16.45	$0.00	$16.45
12/13/2007	Out of Pocket	Dinner	$23.98	$0.00	$23.98
12/14/2007	Out of Pocket	Breakfast	$14.67	$0.00	$14.67
12/14/2007	Out of Pocket	Lunch	$13.65	$0.00	$13.65
12/14/2007	Out of Pocket	Dinner	$23.20	$0.00	$23.20
12/15/2007	Out of Pocket	Breakfast	$22.21	$0.00	$22.21
				Category Total:	$166.29

Category: Registration/Conference Fees

Comment: 6/16/08 AP removed the AGU Registration until we get receipt from Luis, which hasn't shown up on traveler's personal credit card. ~ Gail 6/17/08 AP reopened* Luis sent receipt via: email ~ Gail

Tran Date	How Paid	Description	Cost	Personal Amount	Total
12/12/2007	Out of Pocket	AGU Fall Meeting	$390.00	$0.00	$390.00
				Category Total:	$390.00

Assignments

Project	Account	Reference Number	Total
701647.00-Marine Metadata Initiativ	5030-000-Conference Fees/Registrat	(none)	$390.00
701647.00-Marine Metadata Initiativ	5500-000-Travel - Domestic	(none)	$985.34
		Total:	$1,375.34

Reimbursements

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

Expense Report Remarks

6/17/08 AP reopened* Luis sent registration fee receipt via: email ~ Gail

Auditor Remarks

12/27/07 Pending Receipts ~ Gail 1/2/08-Pending Receipts-mkb 1/9/08-email sent need Conf. Reg. receipt.mkb 1/10/08- Luis responded see attached email. Waiting for receipt to be emailed from AGU. 1/16/08-Email sent re: receipt status.mkb 1/16/08 AP removed the AGU Registration until we get receipt from Luis, which hasn't shown up on traveler's personal credit card. Accept As Is ~ Gail

Amount Due Traveler

Cash Expenses:	$674.63
Personal Amount:	-$65.83
Cash Advance:	-$0.00
Amount Due Traveler:	**$608.80**