Information from Approved Travel Request

Traveler

Name: O'Reilly, Tom

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

Trip Information

Destination: Bremen, Germany
Departure Date: 5/8/2009
Return Date: 5/16/2009
Travel Auth Num: T09-0239
Travel Purpose: Attend & Present at Ocean's '09

Budget Items

Category	Quantity	Cost	Total
Airfare	1	Amount: $1,200.00	$1,200.00
Lodging	Days: 7	Cost/Day: $200.00	$1,400.00
Personal Car	Miles: 80	Cost/Mile: $0.5500	$44.00
Other Transport	1	Amount: $100.00	$100.00
Meals	Days: 9	Cost/Day: $70.00	$630.00
Miscellaneous	1	Amount: $100.00	$100.00
Registration/Conference Fees	1	Amount: $1,030.00	$1,030.00
		Total Budgeted Items:	$4,504.00

Assignments (After Reimbursement)

Project	Account	Reference Number	Total
900026.00-SENSORS	5030-000-Conference Fees/Registrat	(none)	$1,030.00
900026.00-SENSORS	5530-000-Travel - Foreign	(none)	$3,474.00
		Total Budget:	$4,504.00

Cash Advance

Requested Amount: $0.00

3rd Party Reimbursement

Reimburser:
Amount: $0.00

Traveler Remarks

Expense Report Information

Grand Totals: Budget: $4,504.00 Expenses: $1,395.79

Category: Airfare

Tran Date	How Paid	Description	Cost	Personal Amount	Total
5/8/2009	Out of Pocket	Airfare	$1,156.87	$0.00	$1,156.87
5/8/2009	Out of Pocket	Airfare	$208.92	$0.00	$208.92
5/8/2009	Out of Pocket	Ticket Fee	$30.00	$0.00	$30.00
				Category Total:	$1,395.79

Assignments

Project	Account	Reference Number	Total
900026.00-SENSORS	5530-000-Travel - Foreign	(none)	$1,395.79
		Total:	$1,395.79

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: $1,395.79
Personal Amount: -$0.00
Cash Advance: -$0.00

Amount Due Traveler: $1,395.79