Information from Approved Travel Request

Traveler

Name: Scholin, Chris

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

Trip Information

Destination: Tilton, NH, USA
Departure Date: 6/28/2008
Return Date: 7/4/2008
Travel Auth Num: T08-0465
Travel Purpose: Attend Oceans & Human Health Gordon Conference

Budget Items

Category	Quantity	Cost	Total
Airfare	1	Amount: $500.00	$500.00
		Total Budgeted Items:	$500.00

Assignments (After Reimbursement)

Project	Account	Reference Number	Total
900612.00-2G ESP Applications	5500-000-Travel - Domestic	(none)	$500.00
		Total Budget:	$500.00

Cash Advance

Requested Amount: $0.00

3rd Party Reimbursement

Reimburser:
Amount:

Traveler Remarks

Expense Report Information

Grand Totals: Budget: $500.00 Expenses: $157.85

Category: Personal Car

Tran Date	How Paid	Description	Quantity	Cost	Personal Amount	Total
6/13/2008	Out of Pocket	Mileage from home to SFO	Miles: 106	Cost/Mile ($):0.5050	$0.00	$53.53
					Category Total:	$53.53

Category: Other Transport

Tran Date	How Paid	Description	Cost	Personal Amount	Total
6/29/2008	MBARI AMEX	Steamship Authority	$27.00	$0.00	$27.00
7/4/2008	Out of Pocket	Gas for rental car	$17.52	$0.00	$17.52
				Category Total:	$44.52

Category: Meals

Comment: 6/27 business lunch with Julie Huber from Marine Biological Laboratory to discuss ASTEP project. Itemized receipt was lost. No alcohol was consumed.

Tran Date	How Paid	Description	Cost	Personal Amount	Total
6/27/2008	MBARI AMEX	Captain Kidd Bar	$27.00	$0.00	$27.00
7/3/2008	Out of Pocket	Lunch	$15.25	$0.00	$15.25
7/3/2008	Out of Pocket	Dinner	$17.55	$0.00	$17.55
				Category Total:	$59.80

Assignments

Project	Account	Reference Number	Total
900612.00-2G ESP Applications	5500-000-Travel - Domestic	(none)	$157.85
		Total:	$157.85

Reimbursements

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

Expense Report Remarks

Two receipts are included for rental cars from AVIS. Will submit ER when direct bill has been posted.

Auditor Remarks

Amount Due Traveler

Cash Expenses:	$103.85
Personal Amount:	-$0.00
Cash Advance:	-$0.00
Amount Due Traveler:	**$103.85**