

Information from Approved Travel Request

Traveler

Name: O'Reilly, Tom
Address: MBARI
7700 Sandholdt Rd.
Moss Landing, CA, 95039
USA

Trip Information

Destination: Newport, OR, USA
Departure Date: 7/13/2008
Return Date: 7/15/2008
Travel Auth Num: T08-0618
Travel Purpose: Consult with NOAA collaborators on the MASE project.

Budget Items

Category	Quantity	Cost	Total
Airfare	1	Amount: \$370.00	\$370.00
Lodging	Days: 2	Cost/Day: \$100.00	\$200.00
Rental Car	Days: 3	Cost/Day: \$50.00	\$150.00
Other Transport	1	Amount: \$50.00	\$50.00
Meals	Days: 3	Cost/Day: \$50.00	\$150.00
Telephone	Days: 2	Cost/Day: \$10.00	\$20.00
Total Budgeted Items:			\$940.00

Assignments (After Reimbursement)

Project	Account	Reference Number	Total
900701.00-Axial Seamnt Observ Fsbtl	5500-000-Travel - Domestic	(none)	\$940.00
Total Budget:			\$940.00

Cash Advance

Requested Amount: \$0.00

3rd Party Reimbursement

Reimbursing:
Amount: \$0.00

Traveler Remarks

Expense Report Information

Grand Totals: Budget: \$940.00 Expenses: \$126.44

Category: Rental Car

Comment: 9/11/08-A/P imported rental car charges to clear system discrepancy.

Tran Date	How Paid	Description	Cost	Personal Amount	Total
9/1/2008	Direct Bill/MC	Copied: AVIS	\$126.44	\$0.00	\$126.44
Category Total:					\$126.44

Assignments

Project	Account	Reference Number	Total
900701.00-Axial Seamnt Observ Fsbllt	5500-000-Travel - Domestic	(none)	\$126.44
Total:			\$126.44

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