Information from Approved Travel Request

Traveler

Name: Rajan, Kanna

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

Trip Information

Destination: Delhi, India
Departure Date: 7/23/2009
Return Date: 7/26/2009
Travel Auth Num: T09-0434
Travel Purpose: Present two talks

Budget Items

Category	Quantity	Cost	Total
Airfare	1	Amount: $1,000.00	$1,000.00
		Total Budgeted Items:	$1,000.00

Assignments (After Reimbursement)

Project	Account	Reference Number	Total
900720.00-Onboard Decision Making	5530-000-Travel - Foreign	(none)	$1,000.00
		Total Budget:	$1,000.00

Cash Advance

Requested Amount: $0.00

3rd Party Reimbursement

Reimburser:
Amount: $0.00

Traveler Remarks

Expense Report Information

Grand Totals: Budget: $1,000.00 Expenses: $508.65

Category: Airfare

Tran Date	How Paid	Description	Cost	Personal Amount	Total	Receipt
7/22/2009	Out of Pocket	Airfare Delhi to Goa to Bangalore	$193.96	$0.00	$193.96	
8/15/2009	Out of Pocket	Airfare from Chennai to Delhi	$76.90	$0.00	$76.90	
				Category Total:	$270.86	

Category: Lodging

Tran Date	How Paid	Description	Cost	Personal Amount	Total	Receipt
8/12/2009	Out of Pocket	NIO Guest House (4 days)	$41.66	$0.00	$41.66	
				Category Total:	$41.66	

Category: Rental Car

Tran Date	How Paid	Description	Cost	Personal Amount	Total	Receipt
8/12/2009	Out of Pocket	Rental car	$104.15	$0.00	$104.15	
				Category Total:	$104.15	

Category: Meals

Comment: 4 days of meals at NIO Guest House

Tran Date	How Paid	Description	Cost	Personal Amount	Total	Receipt
8/12/2009	Out of Pocket	Other	$8.54	$0.00	$8.54	
				Category Total:	$8.54	

Category: Telephone

Tran Date	How Paid	Description	Cost	Personal Amount	Total	Receipt
7/23/2009	Out of Pocket	Internet Connectivity	$83.44	$0.00	$83.44	
				Category Total:	$83.44	

Assignments

Project	Account	Reference Number	Total
900720.00-Onboard Decision Making	5530-000-Travel - Foreign	(none)	$508.65
		Total:	$508.65

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:	$508.65
Personal Amount:	-$0.00
Cash Advance:	-$0.00
Amount Due Traveler:	**$508.65**