

Information from Approved Travel Request

Traveler

Name: Raymond, Erika
Address: 7700 Sandholdt Road
Moss Landing, CA, 95039
USA

Trip Information

Destination: Fort Pierce, FL, USA
Departure Date: 5/15/2009
Return Date: 5/23/2009
Travel Auth Num: T09-0167
Travel Purpose: technology transfer or AVED and VARS to ORCA group

Budget Items

Category	Quantity	Cost	Total
Airfare	1	Amount: \$340.40	\$340.40
Rental Car	Days: 1	Cost/Day: \$94.31	\$94.31
Total Budgeted Items:			\$434.71

Assignments (After Reimbursement)

Project	Account	Reference Number	Total
900731.00-Eye-in-the-sea Data Hndlg	5500-000-Travel - Domestic	(none)	\$434.71
Total Budget:			\$434.71

Cash Advance

Requested Amount: \$0.00

3rd Party Reimbursement

Reimbursing:
Amount: \$0.00

Traveler Remarks

Expense Report Information

Grand Totals: Budget: \$434.71 Expenses: \$676.70

Category: Airfare

Tran Date	How Paid	Description	Cost	Personal Amount	Total	Receipt
3/24/2009	Credit Card	Erika's Airline Ticket	\$340.40	\$0.00	\$340.40	
5/18/2009	Credit Card	Erika's changed her flight. This is the charge for	\$336.30	\$0.00	\$336.30	
Category Total:					\$676.70	

Assignments

Project	Account	Reference Number	Total
900731.00-Eye-in-the-sea Data Hndl	5500-000-Travel - Domestic	(none)	\$676.70
Total:			\$676.70

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

11/19/09 Airfare only, submit for approval and get trip off the overdue ER list. ~ Gail

Auditor Remarks

Amount Due Traveler

Cash Expenses: \$0.00

Personal Amount: -\$0.00

Cash Advance: -\$0.00

Amount Due Traveler: \$0.00