

Information from Approved Travel Request

Traveler

Name: Brewer, Peter G.
Address: MBARI
7700 Sandholdt Rd.
Moss Landing, CA, 95039
USA

Trip Information

Destination: Washington, DC, USA
Departure Date: 4/5/2009
Return Date: 4/7/2009
Travel Auth Num: T09-0215
Travel Purpose: To attend the National Science Foundation meeting and also be the Invited Distinguished Lecturer on April 6th

Budget Items

Category	Quantity	Cost	Total
Lodging	Days: 2	Cost/Day: \$175.00	\$350.00
Meals	Days: 3	Cost/Day: \$45.00	\$135.00
Miscellaneous	1	Amount: \$30.00	\$30.00
Total Budgeted Items:			\$515.00

Assignments (After Reimbursement)

Project	Account	Reference Number	Total
900900.00-Ocean Chem Greenhous Gas	5500-000-Travel - Domestic	(none)	\$515.00
Total Budget:			\$515.00

Cash Advance

Requested Amount: \$0.00

3rd Party Reimbursement

Reimburer:
Amount: \$0.00

Traveler Remarks

Expense Report Information

Grand Totals: Budget: \$515.00 Expenses: \$454.91

Category: Lodging

Tran Date	How Paid	Description	Cost	Personal Amount	Total
4/7/2009	MBARI AMEX	Comfort Inn - Ballston	\$347.70	\$0.00	\$347.70
Category Total:					\$347.70

Category: Meals

Comment: The Urbana Restaurant was called for an itemized receipt. A receipt should be coming via fax soon.

Tran Date	How Paid	Description	Cost	Personal Amount	Total
4/5/2009	MBARI AMEX	Hunan's Gate	\$24.46	\$0.00	\$24.46
4/6/2009	MBARI AMEX	Urbana Restaurant	\$52.75	\$0.00	\$52.75
Category Total:					\$77.21

Category: Miscellaneous

Tran Date	How Paid	Description	Cost	Personal Amount	Total
4/7/2009	MBARI AMEX	Republic Parking	\$30.00	\$0.00	\$30.00
Category Total:					\$30.00

Assignments

Project	Account	Reference Number	Total
900900.00-Ocean Chem Greenhous Gas	5500-000-Travel - Domestic	(none)	\$454.91
Total:			\$454.91

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

Copies of receipts have been submitted with this expense report because the originals were sent to a third party for reimbursement. Since Peter is being reimbursed by a third party he has written a personal check to MBARI for all of the expenses in this expense report.

Auditor Remarks

Amount Due Traveler

Cash Expenses:	\$0.00
Personal Amount:	-\$0.00
Cash Advance:	-\$0.00

Amount Due Traveler: \$0.00