

Information from Approved Travel Request

Traveler

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

Trip Information

Destination: Newport, Oregon, USA
Departure Date: 7/21/2009
Return Date: 7/26/2009
Travel Auth Num: T09-0363
Travel Purpose: To participate in the 2009 Pacific NW Expedition

Budget Items

Category	Quantity	Cost	Total
Lodging	Days: 1	Cost/Day: \$150.00	\$150.00
Rental Car	Days: 3	Cost/Day: \$55.00	\$165.00
Meals	Days: 4	Cost/Day: \$65.00	\$260.00
Total Budgeted Items:			\$575.00

Assignments (After Reimbursement)

Project	Account	Reference Number	Total
900900.00-Ocean Chem Greenhous Gas	5500-000-Travel - Domestic	(none)	\$575.00
Total Budget:			\$575.00

Cash Advance

Requested Amount: \$0.00

3rd Party Reimbursement

Reimburser:
Amount: \$0.00

Traveler Remarks

Expense Report Information

Grand Totals: Budget: \$575.00 Expenses: \$797.37

Category: Rental Car

Tran Date	How Paid	Description	Cost	Personal Amount	Total	Receipt
7/22/2009	MBARI AMEX	Budget Truck Rental	\$487.10	\$0.00	\$487.10	
Category Total:					\$487.10	

Category: Other Transport

Tran Date	How Paid	Description	Cost	Personal Amount	Total	Receipt
7/23/2009	MBARI AMEX	Shell Oil	\$5.82	\$0.00	\$5.82	
7/23/2009	MBARI AMEX	Shell Oil	\$44.00	\$0.00	\$44.00	
7/23/2009	MBARI AMEX	Shell Oil	\$60.88	\$0.00	\$60.88	
7/23/2009	MBARI AMEX	Union 76	\$77.12	\$0.00	\$77.12	
7/23/2009	Out of Pocket	Sutherlin Shell	\$8.97	\$0.00	\$8.97	
7/24/2009	MBARI AMEX	Santa Cruz Gas	\$0.66	\$0.00	\$0.66	
7/24/2009	MBARI AMEX	Santa Cruz Gas	\$1.56	\$0.00	\$1.56	
7/24/2009	MBARI AMEX	Santa Cruz Gas	\$45.83	\$0.00	\$45.83	
Category Total:					\$244.84	

Category: Meals

Comment: 7/23 lunch with Walz and Xin Zhang

Tran Date	How Paid	Description	Cost	Personal Amount	Total	Receipt
7/22/2009	Out of Pocket	Groceries	\$40.03	\$0.00	\$40.03	
7/23/2009	Out of Pocket	Lunch	\$25.40	\$0.00	\$25.40	
Category Total:					\$65.43	

Assignments

Project	Account	Reference Number	Total
900900.00-Ocean Chem Greenhous	5500-000-Travel -		

Gas	Domestic	(none)	\$797.37
Total:			\$797.37

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

Receipt from Inn at Yaquina Bay attached. Still waiting for the direct bill.

Auditor Remarks

Amount Due Traveler

Cash Expenses: \$74.40

Personal Amount: -\$0.00

Cash Advance: -\$0.00

Amount Due Traveler: \$74.40