

Information from Approved Travel Request

Traveler

Name: Xin, Zhang
Address: 7700 Sandholdt Road
Moss Landing, CA, 95039
USA

Trip Information

Destination: Newport, Oregon, USA
Departure Date: 7/21/2009
Return Date: 7/26/2009
Travel Auth Num: T09-0365
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: \$176.78

Category: Lodging

Tran Date	How Paid	Description	Cost	Personal Amount	Total	Receipt
9/1/2009	Direct Bill/MC	Copied: Inn At Yaquina Bay	\$176.78	\$0.00	\$176.78	
Category Total:					\$176.78	

Assignments

Project	Account	Reference Number	Total
900900.00-Ocean Chem Greenhous Gas	5500-000-Travel - Domestic	(none)	\$176.78
Total:			\$176.78

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