

Information from Approved Travel Request

Traveler

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

Trip Information

Destination: Portland, Oregon, USA
Departure Date: 2/21/2010
Return Date: 2/27/2010
Travel Auth Num: T09-0714
Travel Purpose: To attend and participate in the 2010 Ocean Sciences Meeting

Budget Items

Category	Quantity	Cost	Total
Airfare	1	Amount: \$300.00	\$300.00
Lodging	Days: 4	Cost/Day: \$120.00	\$480.00
Other Transport	1	Amount: \$55.00	\$55.00
Meals	Days: 5	Cost/Day: \$70.00	\$350.00
Total Budgeted Items:			\$1,185.00

Assignments (After Reimbursement)

Project	Account	Reference Number	Total
900900.00-Ocean Chem Greenhous Gas	5500-000-Travel - Domestic	(none)	\$1,185.00
Total Budget:			\$1,185.00

Cash Advance

Requested Amount: \$0.00

3rd Party Reimbursement

Reimbursing:
Amount: \$0.00

Traveler Remarks

Expense Report Information

Grand Totals: Budget: \$1,185.00 Expenses: \$2,025.22

Category: Airfare

Tran Date	How Paid	Description	Cost	Personal Amount	Total	Receipt
12/18/2009	Credit Card	Alaska Air	\$240.20	\$0.00	\$240.20	
Category Total:					\$240.20	

Category: Lodging

Tran Date	How Paid	Description	Cost	Personal Amount	Total	Receipt
2/17/2010	Credit Card	Expedia - The Nines	\$1,021.52	\$0.00	\$1,021.52	
Category Total:					\$1,021.52	

Category: Personal Car

Tran Date	How Paid	Description	Quantity	Cost	Personal Amount	Total	Receipt
2/21/2010	Out of Pocket	Roundtrip to Airport	Miles: 125	Cost/Mile (\$):0.5000	\$0.00	\$62.50	
Category Total:						\$62.50	

Category: Other Transport

Tran Date	How Paid	Description	Cost	Personal Amount	Total	Receipt
2/21/2010	Out of Pocket	Parking	\$58.00	\$0.00	\$58.00	
2/21/2010	Out of Pocket	Light rail	\$4.00	\$0.00	\$4.00	
Category Total:					\$62.00	

Category: Meals

Tran Date	How Paid	Description	Cost	Personal Amount	Total	Receipt
2/21/2010	Out of Pocket	Dinner	\$22.71	\$0.00	\$22.71	
2/22/2010	Out of Pocket	Dinner	\$21.64	\$0.00	\$21.64	
2/23/2010	Out of Pocket	Dinner	\$24.93	\$0.00	\$24.93	
2/24/2010	Out of Pocket	Dinner	\$23.66	\$0.00	\$23.66	
2/25/2010	Out of Pocket	Lunch	\$12.88	\$0.00	\$12.88	

2/26/2010	Out of Pocket	Lunch	\$10.46	\$0.00	\$10.46	
2/26/2010	Out of Pocket	Dinner	\$24.98	\$0.00	\$24.98	
2/27/2010	Out of Pocket	Lunch	\$7.74	\$0.00	\$7.74	
Category Total:					\$149.00	

Category: Registration/Conference Fees

Tran Date	How Paid	Description	Cost	Personal Amount	Total	Receipt
2/22/2010	Credit Card	AGU Registration	\$490.00	\$0.00	\$490.00	
Category Total:					\$490.00	

Assignments

Project	Account	Reference Number	Total
900900.00-Ocean Chem Greenhous Gas	5030-000-Conference Fees/Registrat	(none)	\$490.00
900900.00-Ocean Chem Greenhous Gas	5500-000-Travel - Domestic	(none)	\$1,535.22
Total:			\$2,025.22

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: \$273.50

Personal Amount: -\$0.00

Cash Advance: -\$0.00

Amount Due Traveler: \$273.50