Information from Approved Travel Request

Traveler

Name: Peltzer, Ed

Address: 4600 Hilltop Road
Soquel, CA, 95073
USA

Trip Information

Destination: San Francisco, CA, USA
Departure Date: 12/12/2010
Return Date: 12/17/2010
Travel Auth Num: T10-0481
Travel Purpose: Attend AGU Fall Meeting

Budget Items

Category	Quantity	Cost	Total
Lodging	Days: 5	Cost/Day: $150.00	$750.00
Personal Car	Miles: 154	Cost/Mile: $0.5000	$77.00
Other Transport	1	Amount: $250.00	$250.00
Meals	Days: 6	Cost/Day: $50.00	$300.00
Registration/Conference Fees	1	Amount: $350.00	$350.00
		Total Budgeted Items:	$1,727.00

Assignments (After Reimbursement)

Project	Account	Reference Number	Total
900900.00-Ocean Chem Greenhous Gas	5030-000-Conference Fees/Registrat	(none)	$350.00
900900.00-Ocean Chem Greenhous Gas	5500-000-Travel - Domestic	(none)	$1,377.00
		Total Budget:	$1,727.00

Cash Advance

Requested Amount: $300.00

3rd Party Reimbursement

Reimburser:
Amount: $0.00

Traveler Remarks

Expense Report Information

Grand Totals: Budget: $1,727.00 Expenses: $1,945.43

Category: Lodging

Tran Date	How Paid	Description	Cost	Personal Amount	Total	Receipt
12/18/2010	Credit Card	Lodging in San Francisco for AGU Fall Meeting	$877.38	$0.00	$877.38	
				Category Total:	$877.38	

Category: Personal Car

Comment: Round-trip mileage to AGU Meeting in SF from Soquel, CA.

Tran Date	How Paid	Description	Quantity	Cost	Personal Amount	Total	Receipt
12/12/2010	Out of Pocket	One-way Soquel to SF	Miles: 77.1	Cost/Mile ($):0.5000	$0.00	$38.55	
12/17/2010	Out of Pocket	One-way SF to Soquel	Miles: 77.1	Cost/Mile ($):0.5000	$0.00	$38.55	
					Category Total:	$77.10	

Category: Other Transport

Comment: The charge below is for parking in the hotel.

Tran Date	How Paid	Description	Cost	Personal Amount	Total	Receipt
12/18/2010	Credit Card	Lodging in San Francisco for AGU Fall Meeting	$117.00	$0.00	$117.00	
				Category Total:	$117.00	

Category: Meals

Tran Date	How Paid	Description	Cost	Personal Amount	Total	Receipt
12/12/2010	Out of Pocket	Dinner	$112.60	$68.97	$43.63	
12/13/2010	Credit Card	Dinner with Bill Kirkwood and Thom Maughan	$104.69	$0.00	$104.69	
12/13/2010	Credit Card	Lunch with Andreas Hoffman	$31.11	$0.00	$31.11	
12/14/2010	Credit Card	Dinner w Bill Kirkwood	$89.46	$0.00	$89.46	
12/15/2010	Out of Pocket	Snack	$2.74	$0.00	$2.74	
12/15/2010	Out of Pocket	Dinner	$131.15	$68.16	$62.99	
12/16/2010	Out of Pocket	Lunch	$8.50	$0.00	$8.50	

12/16/2010	Out of Pocket	Dinner	$128.63	$77.28	$51.35	
12/17/2010	Out of Pocket	Lunch	$18.97	$9.49	$9.48	
				Category Total:	$403.95	

Category: Registration/Conference Fees

Tran Date	How Paid	Description	Cost	Personal Amount	Total	Receipt
8/30/2010	Credit Card	Abstract submittal fee for Fall AGU Mtg in SF	$60.00	$0.00	$60.00	
8/31/2010	Credit Card	Abstract submittal fee for Fall AGU Mtg in SF	$60.00	$0.00	$60.00	
9/2/2010	Credit Card	AGU registration fee	$350.00	$0.00	$350.00	
				Category Total:	$470.00	

Assignments

Project	Account	Reference Number	Total
900900.00-Ocean Chem Greenhous Gas	5030-000-Conference Fees/Registrat	(none)	$470.00
900900.00-Ocean Chem Greenhous Gas	5500-000-Travel - Domestic	(none)	$1,475.43
		Total:	$1,945.43

Reimbursements

Actual Cash Advance: $300.00
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: $479.69
Personal Amount: -$223.90
Cash Advance: -$300.00

Amount Due Traveler: ($44.21)