Information from Approved Travel Request

Traveler

Name: Brewer, Peter G.

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

Trip Information

Destination: Monterey, CA, USA
Departure Date: 12/1/2010
Return Date: 12/3/2010
Travel Auth Num: T10-0653
Travel Purpose: To attend the the Scientific Committee on Oceanic Research meeting.

Budget Items

Category	Quantity	Cost	Total
Other Transport	1	Amount: $36.00	$36.00
Meals	Days: 1	Cost/Day: $50.00	$50.00
		Total Budgeted Items:	$86.00

Assignments (After Reimbursement)

Project	Account	Reference Number	Total
900900.00-Ocean Chem Greenhous Gas	5500-000-Travel - Domestic	(none)	$86.00
		Total Budget:	$86.00

Cash Advance

Requested Amount: $0.00

3rd Party Reimbursement

Reimburser:
Amount: $0.00

Traveler Remarks

Expense Report Information

Grand Totals: Budget: $86.00 Expenses: $85.67

Category: Other Transport

Tran Date	How Paid	Description	Cost	Personal Amount	Total	Receipt
12/2/2010	Credit Card	Parking	$20.00	$0.00	$20.00	
12/3/2010	Credit Card	Parking	$16.00	$0.00	$16.00	
				Category Total:	$36.00	

Category: Meals

Comment: Montrio's was contacted on several occassions over the phone and asked for the receipt from the meal listed below. The person answering the phone said they would try but couldn't promise anything. I also tried to get a response via email, but haven't heard back yet.

Tran Date	How Paid	Description	Cost	Personal Amount	Total	Receipt
12/1/2010	Credit Card	Montrio	$49.67	$0.00	$49.67	
				Category Total:	$49.67	

Assignments

Project	Account	Reference Number	Total
900900.00-Ocean Chem Greenhous Gas	5500-000-Travel - Domestic	(none)	$85.67
		Total:	$85.67

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

Peter sent off all of his original receipts and didn't keep copies of them. Most of the costs were reimbursed by a third party. Peter wrote a personal check for $9.67 for the amount that wasn't reimbursed by a third party,.

Auditor Remarks

Amount Due Traveler

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

Amount Due Traveler: $0.00