

CalATERS-Global Expense Summary

REPORT INFORMATION

Name Betty T Yee
Expense Dates 04/09/15-04/10/15
Form ID TEA000769492
Approver Thomas J Yowell
Start Date/Time 04/09/15 / 0930
End Date/Time 04/11/15 / 1300
Trip Location Fresno, CA
Purpose of Trip VITA Tax Event
Authorization #/ Trip # /

REPORT TOTALS

Report Total 203.40 USD
Department Paid 0.00 USD
Advance Schedule Amount 0.00 USD
Amount Due Employee 203.40 USD

**** Charges are in USD unless otherwise noted**

EXPENSE DATA SUMMARY

Date	Expense Item	Amount	Payment Type	Country	Ex. Rate	Charge to	USD
04/09/15	Lodging	101.70	Cash	United States (US)	1.00		101.70
04/10/15	Lodging	101.70	Cash	United States (US)	1.00		101.70

Expense Sub-Totals

Lodging 203.40

Review Items - Exceptions and Questions

Text	Response	Policy
Did you obtain prior written approval to exceed the maximum allowed?	No Hotel rate is within daily allowed amount.	#46a DPA required - Lodging
Did you obtain prior written approval to exceed the maximum allowed?	No Hotel rate is within allowable rates.	#46a DPA required - Lodging