

CalATERS-Global Expense Summary

REPORT INFORMATION

Name Anne E Baker
Expense Dates 01/08/16-01/19/16
Form ID NTN001066585
Approver Thomas J Yowell
Start Date/Time 01/08/16 / 1200
End Date/Time 01/19/16 / 1201
Trip Location
Purpose of Trip Attend finance authority
Authorization #/ Trip # meeting/book required for reference

REPORT TOTALS

Report Total 16.99 USD
Department Paid 0.00 USD
Advance Schedule Amount 0.00 USD
Amount Due Employee 16.99 USD

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

EXPENSE DATA SUMMARY

Date	Expense Item	Amount	Payment Type	Country	Ex. Rate	Charge to	USD
01/08/16	Business Expense - Other	10.99	Cash	United States (US	1.00		10.99
01/19/16	Parking, Auto	6.00	Cash	United States (US	1.00		6.00

Expense Sub-Totals

Business Expense - Other 10.99
Parking, Auto 6.00

Review Items - Exceptions and Questions

Text	Response	Policy
Automated Audits have not been applied to Business Expense-Other expense; approvers should review.		94:115

CalATERS-Global Expense Summary

REPORT INFORMATION

Name Anne E Baker
Expense Dates 01/12/16-01/14/16
Form ID TEA001063805
Approver Thomas J Yowell
Start Date/Time 01/12/16 / 1630
End Date/Time 01/14/16 / 2015
Trip Location San Diego, CA
Purpose of Trip attend January Coastal Commission
Authorization #/ Trip # /

REPORT TOTALS

Report Total 1630.39 USD
Department Paid 1212.96 USD
Advance Schedule Amount 0.00 USD
Amount Due Employee 417.43 USD

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

EXPENSE DATA SUMMARY

Date	Expense Item	Amount	Payment Type	Country	Ex. Rate	Charge to	USD
01/12/16	Lodging	140.94	Cash	United States (US)	1.00		140.94
01/12/16	Taxi Fare	15.00	Cash	United States (US)	1.00		15.00
01/12/16	Dinner	22.55	Cash	United States (US)	1.00		22.55
01/12/16	Airfare - Commercial	485.75	Department Paid	United States (US)	1.00		485.75
01/13/16	Lodging	140.94	Cash	United States (US)	1.00		140.94
01/13/16	Taxi Fare	8.00	Cash	United States (US)	1.00		8.00
01/13/16	Taxi Fare	8.00	Cash	United States (US)	1.00		8.00
01/13/16	Dinner	23.00	Cash	United States (US)	1.00		23.00
01/13/16	Lunch	11.00	Cash	United States (US)	1.00		11.00
01/13/16	Breakfast	7.00	Cash	United States (US)	1.00		7.00
01/14/16	Taxi Fare	8.00	Cash	United States (US)	1.00		8.00
01/14/16	Taxi Fare	15.00	Cash	United States (US)	1.00		15.00
01/14/16	Lunch	11.00	Cash	United States (US)	1.00		11.00
01/14/16	Breakfast	7.00	Cash	United States (US)	1.00		7.00
01/14/16	Airfare - Commercial	727.21	Department Paid	United States (US)	1.00		727.21

Expense Sub-Totals

Breakfast 14.00
Airfare - Commercial 1212.96
Dinner 45.55
Lodging 281.88
Lunch 22.00
Taxi Fare 54.00

Review Items - Exceptions and Questions

Text	Response	Policy
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Approvers should verify lodging was obtained in a designated high cost county.

46new

**CalATERS-Global
Expense Summary**

Approvers should verify lodging was obtained in a designated high cost county.

46new