

CalATERS-Global Expense Summary

REPORT INFORMATION

Name John P Decker
Expense Dates 10/15/15-10/16/15
Form ID TEA001037144
Approver Thomas J Yowell
Start Date/Time 10/15/15 / 1100
End Date/Time 10/17/15 / 2100
Trip Location San Francisco
Purpose of Trip Speaking engagement
Authorization #/ Trip # /

REPORT TOTALS

Report Total 302.67 USD
Department Paid 64.00 USD
Advance Schedule Amount 0.00 USD
Amount Due Employee 238.67 USD

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

EXPENSE DATA SUMMARY

Date	Expense Item	Amount	Payment Type	Country	Ex. Rate	Charge to	USD
10/15/15	Railroad Fare	32.00	Department Paid	United States (US)	1.00		32.00
10/15/15	Lodging	174.67	Cash	United States (US)	1.00		174.67
10/15/15	Dinner	23.00	Cash	United States (US)	1.00		23.00
10/16/15	Railroad Fare	32.00	Department Paid	United States (US)	1.00		32.00
10/16/15	Dinner	23.00	Cash	United States (US)	1.00		23.00
10/16/15	Breakfast	7.00	Cash	United States (US)	1.00		7.00
10/16/15	Lunch	11.00	Cash	United States (US)	1.00		11.00

Expense Sub-Totals

Breakfast 7.00
Dinner 46.00
Lodging 174.67
Lunch 11.00
Railroad Fare 64.00

Review Items - Exceptions and Questions

Text	Response	Policy
Approvers should verify lodging was obtained in a designated high cost county.		46new