# CalATERS-Global
# Expense Summary

## REPORT INFORMATION

| | |
|---|---|
| **Name** | John Chiang |
| **Expense Dates** | 11/05/13-11/06/13 |
| **Form ID** | TEA000245319 |
| **Approver** | Richard J Chivaro |
| **Start Date/Time** | 11/05/13 / 0755 |
| **End Date/Time** | 11/06/13 / 1745 |
| **Trip Location** | Torr/LAX to Monterey |
| **Purpose of Trip** | 11/5 Spk@CA Water Assoc Conf Monterey; 11/6 SCO bus/mtgs |
| **Authorization #/ Trip #** | / |

## REPORT TOTALS

| | |
|---|---|
| **Report Total** | 459.64 USD |
| **Department Paid** | 350.80 USD |
| **Advance Schedule Amount** | 0.00 USD |
| **Amount Due Employee** | 108.84 USD |

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

## EXPENSE DATA SUMMARY

| Date | Expense Item | Amount | Payment Type | Country | Ex. Rate | Charge to | USD |
|---|---|---|---|---|---|---|---|
| 11/05/13 | Airfare - Commercial | 135.90 | Department Paid | United States (US | 1.00 | | 135.90 |
| 11/05/13 | Lodging | 108.84 | Cash | United States (US | 1.00 | | 108.84 |
| 11/06/13 | Airfare - Commercial | 214.90 | Department Paid | United States (US | 1.00 | | 214.90 |

## Expense Sub-Totals

| | |
|---|---|
| **Airfare - Commercial** | 350.80 |
| **Lodging** | 108.84 |

## Review Items - Exceptions and Questions

| Text | Response | Policy |
|---|---|---|
| **Approvers should verify lodging was obtained in a designated high cost count** | | **46new** |
| **Did you obtain prior written approval to exceed the maximum allowed?** | **Yes** | **#46a DPA required - Lodging** |