CalATERS-Global
Expense Summary

REPORT INFORMATION

Name	Marcy J Mandel
Expense Dates	09/09/13-09/11/13
Form ID	TEA000144476
Approver	Richard J Chivaro
Start Date/Time	09/09/13 / 0700
End Date/Time	09/11/13 / 1200
Trip Location	San Francisco
Purpose of Trip	Official SCO business. BOE meeting 9/10
Authorization #/ Trip #	/

REPORT TOTALS

Report Total	868.87 USD
Department Paid	417.57 USD
Advance Schedule Amount	0.00 USD
Amount Due Employee	451.30 USD

*** Charges are in USD unless otherwise noted*

EXPENSE DATA SUMMARY

Date	Expense Item	Amount	Payment Type	Country	Ex. Rate	Charge to	USD
09/09/13	Airfare - Commercial	208.78	Department Paid	United States (US	1.00		208.78
09/09/13	Lodging	162.49	Cash	United States (US	1.00		162.49
09/09/13	Dinner	23.00	Cash	United States (US	1.00		23.00
09/09/13	Incidentals	5.00	Cash	United States (US	1.00		5.00
09/09/13	Rapid Transit	6.85	Cash	United States (US	1.00		6.85
09/09/13	Personal Auto Mileage	5.65	Cash	United States (US	1.00		5.65
09/10/13	Lodging	153.81	Cash	United States (US	1.00		153.81
09/10/13	Breakfast	7.00	Cash	United States (US	1.00		7.00
09/10/13	Lunch	11.00	Cash	United States (US	1.00		11.00
09/10/13	Dinner	23.00	Cash	United States (US	1.00		23.00
09/10/13	Incidentals	5.00	Cash	United States (US	1.00		5.00
09/10/13	Taxi Fare	13.00	Cash	United States (US	1.00		13.00
09/10/13	Parking, Auto	8.00	Cash	United States (US	1.00		8.00
09/11/13	Airfare - Commercial	208.79	Department Paid	United States (US	1.00		208.79
09/11/13	Breakfast	7.00	Corporate Card	United States (US	1.00		7.00
09/11/13	Rapid Transit	6.85	Cash	United States (US	1.00		6.85
09/11/13	Parking, Auto	8.00	Cash	United States (US	1.00		8.00
09/11/13	Personal Auto Mileage	5.65	Cash	United States (US	1.00		5.65

Expense Sub-Totals

Airfare - Commercial	417.57
Parking, Auto	16.00
Rapid Transit	13.70
Taxi Fare	13.00
Breakfast	14.00
Dinner	46.00
Lunch	11.00
Incidentals	10.00
Lodging	316.30
Personal Auto Mileage	11.30

CalATERS-Global
Expense Summary

Review Items - Exceptions and Questions		
Text	Response	Policy
Approvers should verify lodging was obtained in a designated high cost county.		46new
Approvers should verify lodging was obtained in a designated high cost county.		46new

CalATERS-Global
Expense and Miscellaneous Detail

EXPENSE DETAIL SUMMARY						
Date	Expense Item	Amount	Expense is	Purpose	Category	Receipt Required
09/09/13	Airfare - Commercial	208.78	Reimbursable			Yes
09/09/13	Lodging	162.49	Reimbursable			Yes
09/09/13	Dinner	23.00	Reimbursable			No
09/09/13	Incidentals	5.00	Reimbursable			No
09/09/13	Rapid Transit	6.85	Reimbursable			No
09/09/13	Personal Auto Mileage	5.65	Reimbursable			No
09/10/13	Lodging	153.81	Reimbursable			Yes
09/10/13	Breakfast	7.00	Reimbursable			No
09/10/13	Lunch	11.00	Reimbursable			No
09/10/13	Dinner	23.00	Reimbursable			No
09/10/13	Incidentals	5.00	Reimbursable			No
09/10/13	Taxi Fare	13.00	Reimbursable			Yes
09/10/13	Parking, Auto	8.00	Reimbursable			No
09/11/13	Airfare - Commercial	208.79	Reimbursable			Yes
09/11/13	Breakfast	7.00	Reimbursable			No
09/11/13	Rapid Transit	6.85	Reimbursable			No
09/11/13	Parking, Auto	8.00	Reimbursable			No
09/11/13	Personal Auto Mileage	5.65	Reimbursable			No

Cars used for Business Travel

Vehicle Type: Personal Auto Mileage