

CalATERS-Global Expense Summary

REPORT INFORMATION

Name Yvette Stowers
Expense Dates 02/03/16-03/01/16
Form ID NTN001121810
Approver Thomas J Yowell
Start Date/Time 02/03/16 / 1200
End Date/Time 03/01/16 / 1201
Trip Location
Purpose of Trip FTB interested parties mtg & CalTax
Authorization #/ Trip # breakfast /

REPORT TOTALS

Report Total 29.39 USD
Department Paid 0.00 USD
Advance Schedule Amount 29.39 USD
Amount Due Employee 0.00 USD

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

EXPENSE DATA SUMMARY

Date	Expense Item	Amount	Payment Type	Country	Ex. Rate	Charge to	USD
02/03/16	Personal Auto Mileage	12.20	Cash	United States (US)	1.00		12.20
03/01/16	Personal Auto Mileage	1.19	Cash	United States (US)	1.00		1.19
03/01/16	Parking, Auto	16.00	Cash	United States (US)	1.00		16.00

Expense Sub-Totals

Parking, Auto 16.00
Personal Auto Mileage 13.39

CalATERS-Global Expense Summary

REPORT INFORMATION

Name Yvette Stowers
Expense Dates 02/22/16-02/24/16
Form ID TEA001121864
Approver Thomas J Yowell
Start Date/Time 02/22/16 / 1400
End Date/Time 02/24/16 / 2230
Trip Location Culver City
Purpose of Trip BOE Board meeting
Authorization #/ Trip # /

REPORT TOTALS

Report Total 996.27 USD
Department Paid 571.35 USD
Advance Schedule Amount 424.92 USD
Amount Due Employee 0.00 USD

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

EXPENSE DATA SUMMARY

Date	Expense Item	Amount	Payment Type	Country	Ex. Rate	Charge to	USD
02/22/16	Lodging	137.03	Cash	United States (US)	1.00		137.03
02/22/16	Dinner	23.00	Cash	United States (US)	1.00		23.00
02/22/16	Personal Auto Mileage	17.93	Cash	United States (US)	1.00		17.93
02/22/16	Airfare - Commercial	441.58	Department Paid	United States (US)	1.00		441.58
02/23/16	Lodging	137.03	Cash	United States (US)	1.00		137.03
02/23/16	Breakfast	7.00	Cash	United States (US)	1.00		7.00
02/23/16	Lunch	11.00	Cash	United States (US)	1.00		11.00
02/23/16	Dinner	23.00	Cash	United States (US)	1.00		23.00
02/23/16	Incidentals	5.00	Cash	United States (US)	1.00		5.00
02/24/16	Breakfast	7.00	Cash	United States (US)	1.00		7.00
02/24/16	Lunch	11.00	Cash	United States (US)	1.00		11.00
02/24/16	Dinner	23.00	Cash	United States (US)	1.00		23.00
02/24/16	Incidentals	5.00	Cash	United States (US)	1.00		5.00
02/24/16	Personal Auto Mileage	17.93	Cash	United States (US)	1.00		17.93
02/24/16	Auto/Car Rental	129.77	Department Paid	United States (US)	1.00		129.77

Expense Sub-Totals

Auto/Car Rental 129.77
Breakfast 14.00
Airfare - Commercial 441.58
Dinner 69.00
Incidentals 10.00
Lodging 274.06
Lunch 22.00
Personal Auto Mileage 35.86

Review Items - Exceptions and Questions

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