

CalATERS-Global Expense Summary

REPORT INFORMATION

Name	Anne E Baker
Expense Dates	09/11/18-09/15/18
Form ID	TEA002263240
Approver	Thomas J Yowell
Start Date/Time	09/11/18 / 1130
End Date/Time	09/15/18 / 1600
Trip Location	Fort Bragg, CA
Purpose of Trip	Coastal Commission September Board Meeting
Authorization #/ Trip #	/

REPORT TOTALS

Report Total	721.88 USD
Department Paid	0.00 USD
Advance Schedule Amount	721.88 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
09/11/18	Lodging	134.47	Cash	United States (US)	1.00		134.47
09/11/18	Incidentals	5.00	Cash	United States (US)	1.00		5.00
09/11/18	Dinner	23.00	Cash	United States (US)	1.00		23.00
09/12/18	Lodging	134.47	Cash	United States (US)	1.00		134.47
09/12/18	Incidentals	5.00	Cash	United States (US)	1.00		5.00
09/12/18	Breakfast	7.00	Cash	United States (US)	1.00		7.00
09/12/18	Lunch	11.00	Cash	United States (US)	1.00		11.00
09/12/18	Dinner	23.00	Cash	United States (US)	1.00		23.00
09/13/18	Lodging	134.47	Cash	United States (US)	1.00		134.47
09/13/18	Incidentals	5.00	Cash	United States (US)	1.00		5.00
09/13/18	Breakfast	7.00	Cash	United States (US)	1.00		7.00
09/13/18	Lunch	11.00	Cash	United States (US)	1.00		11.00
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09/14/18	Lodging	134.47	Cash	United States (US)	1.00		134.47
09/14/18	Incidentals	5.00	Cash	United States (US)	1.00		5.00
09/14/18	Breakfast	7.00	Cash	United States (US)	1.00		7.00
09/14/18	Lunch	11.00	Cash	United States (US)	1.00		11.00
09/14/18	Dinner	23.00	Cash	United States (US)	1.00		23.00
09/15/18	Breakfast	7.00	Cash	United States (US)	1.00		7.00
09/15/18	Lunch	11.00	Cash	United States (US)	1.00		11.00

Expense Sub-Totals

Breakfast	28.00
Dinner	92.00
Incidentals	20.00
Lodging	537.88
Lunch	44.00

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

Did you obtain prior written approval to exceed the maximum allowed? Yes

#46a DPA
required - Lodging

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