

CalATERS-Global Expense Summary

REPORT INFORMATION

Name	Anne E Baker
Expense Dates	10/09/18-10/12/18
Form ID	TEA002332505
Approver	Thomas J Yowell
Start Date/Time	10/09/18 / 1325
End Date/Time	10/12/18 / 1745
Trip Location	San Diego, CA
Purpose of Trip	Coastal Commission October Meeting
Authorization #/ Trip #	/

REPORT TOTALS

Report Total	850.83 USD
Department Paid	270.01 USD
Advance Schedule Amount	580.82 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
10/09/18	Lodging	140.94	Cash	United States (US)	1.00		140.94
10/09/18	Airfare - Commercial	270.01	Department Paid	United States (US)	1.00		270.01
10/09/18	Incidentals	5.00	Cash	United States (US)	1.00		5.00
10/09/18	Dinner	23.00	Cash	United States (US)	1.00		23.00
10/09/18	Taxi Fare	10.00	Cash	United States (US)	1.00		10.00
10/10/18	Lodging	140.94	Cash	United States (US)	1.00		140.94
10/10/18	Incidentals	5.00	Cash	United States (US)	1.00		5.00
10/10/18	Breakfast	7.00	Cash	United States (US)	1.00		7.00
10/10/18	Lunch	11.00	Cash	United States (US)	1.00		11.00
10/10/18	Dinner	23.00	Cash	United States (US)	1.00		23.00
10/11/18	Lodging	140.94	Cash	United States (US)	1.00		140.94
10/11/18	Incidentals	5.00	Cash	United States (US)	1.00		5.00
10/11/18	Breakfast	7.00	Cash	United States (US)	1.00		7.00
10/11/18	Lunch	11.00	Cash	United States (US)	1.00		11.00
10/11/18	Dinner	23.00	Cash	United States (US)	1.00		23.00
10/12/18	Breakfast	7.00	Cash	United States (US)	1.00		7.00
10/12/18	Lunch	11.00	Cash	United States (US)	1.00		11.00
10/12/18	Taxi Fare	10.00	Cash	United States (US)	1.00		10.00

Expense Sub-Totals

Breakfast	21.00
Airfare - Commercial	270.01
Dinner	69.00
Incidentals	15.00
Lodging	422.82
Lunch	33.00
Taxi Fare	20.00

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

A receipt is required for the Taxi Fare expense on 10/09/18.

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