

CalATERS-Global Expense Summary

REPORT INFORMATION

Name Nicole D Winger

Expense Dates 02/06/19-02/06/19

Form ID NTN002529588

Approver Jan A Ross

Start Date/Time 02/06/19 / 1200

End Date/Time 02/06/19 / 1201

Trip Location

Purpose of Trip Attend CA Women Lead 2019 Annual
Legislative Reception

Authorization #/ Trip # /

REPORT TOTALS

Report Total 40.50 USD

Department Paid 0.00 USD

Advance Schedule Amount 0.00 USD

Amount Due Employee 40.50 USD

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

EXPENSE DATA SUMMARY

Date	Expense Item	Amount	Payment Type	Country	Ex. Rate	Charge to	USD
02/06/19	Conference Fees	40.50	Cash	United States (US	1.00		40.50

Expense Sub-Totals

Conference Fees 40.50

Review Items - Exceptions and Questions

Text	Response	Policy
------	----------	--------

Automated Audits have not been applied to Conference Fees expense;
 approvers should review.

94:115

CalATERS-Global Expense Summary

REPORT INFORMATION

Name	Nicole D Winger
Expense Dates	02/21/19-02/22/19
Form ID	TEA002529331
Approver	Jan A Ross
Start Date/Time	02/21/19 / 1400
End Date/Time	02/22/19 / 1800
Trip Location	San Jose, CA
Purpose of Trip	Attending Watermark Annual Conference for Women
Authorization #/ Trip #	/

REPORT TOTALS

Report Total	618.51 USD
Department Paid	0.00 USD
Advance Schedule Amount	0.00 USD
Amount Due Employee	618.51 USD

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

EXPENSE DATA SUMMARY

Date	Expense Item	Amount	Payment Type	Country	Ex. Rate	Charge to	USD
02/21/19	Personal Auto Mileage	69.02	Cash	United States (US)	1.00		69.02
02/21/19	Personal Auto Mileage	6.96	Cash	United States (US)	1.00		6.96
02/21/19	Conference Fees	240.00	Cash	United States (US)	1.00		240.00
02/21/19	Lodging	157.77	Cash	United States (US)	1.00		157.77
02/21/19	Parking, Auto	18.00	Cash	United States (US)	1.00		18.00
02/21/19	Dinner	23.00	Cash	United States (US)	1.00		23.00
02/22/19	Personal Auto Mileage	70.76	Cash	United States (US)	1.00		70.76
02/22/19	Parking, Auto	20.00	Cash	United States (US)	1.00		20.00
02/22/19	Bridge Tolls	6.00	Cash	United States (US)	1.00		6.00
02/22/19	Breakfast	7.00	Cash	United States (US)	1.00		7.00

Expense Sub-Totals

Breakfast	7.00
Bridge Tolls	6.00
Conference Fees	240.00
Dinner	23.00
Lodging	157.77
Parking, Auto	38.00
Personal Auto Mileage	146.74

Review Items - Exceptions and Questions

Text	Response	Policy
------	----------	--------

Automated Audits have not been applied to Conference Fees expense; approvers should review.

94:115

Approvers should verify lodging was obtained in a designated high cost county

46new