

CalATERS-Global Expense Summary

REPORT INFORMATION

Name Alan LoFaso
Expense Dates 11/09/16-11/10/16
Form ID SCI001440805
Approver Thomas J Yowell
Start Date/Time 11/09/16 / 1740
End Date/Time 11/10/16 / 2200
Trip Location San Diego
Purpose of Trip Attend and staff Controller at CCAH
Authorization #/ Trip # /

REPORT TOTALS

Report Total 744.72 USD
Department Paid 499.86 USD
Advance Schedule Amount 0.00 USD
Amount Due Employee 244.86 USD

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

EXPENSE DATA SUMMARY

Date	Expense Item	Amount	Payment Type	Country	Ex. Rate	Charge to	USD
11/09/16	Personal Auto Mileage	5.89	Cash	United States (US)	1.00		5.89
11/09/16	Parking, Auto	17.00	Cash	United States (US)	1.00		17.00
11/09/16	Airfare - Commercial	499.86	Department Paid	United States (US)	1.00		499.86
11/09/16	Taxi Fare	17.25	Cash	United States (US)	1.00		17.25
11/09/16	Lodging	134.11	Cash	United States (US)	1.00		134.11
11/10/16	Incidentals	5.00	Cash	United States (US)	1.00		5.00
11/10/16	Breakfast	7.00	Cash	United States (US)	1.00		7.00
11/10/16	Lunch	11.00	Cash	United States (US)	1.00		11.00
11/10/16	Dinner	23.00	Cash	United States (US)	1.00		23.00
11/10/16	Parking, Auto	17.00	Cash	United States (US)	1.00		17.00
11/10/16	Personal Auto Mileage	7.61	Cash	United States (US)	1.00		7.61

Expense Sub-Totals

Breakfast 7.00
Airfare - Commercial 499.86
Dinner 23.00
Incidentals 5.00
Lodging 134.11
Lunch 11.00
Parking, Auto 34.00
Taxi Fare 17.25
Personal Auto Mileage 13.50

Review Items - Exceptions and Questions

Text	Response	Policy
Was prior approval granted for your attendance at the conference/convention?	Yes	5:3a

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

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CalATERS-Global Expense Summary

REPORT INFORMATION

Name Alan LoFaso
Expense Dates 11/18/16-11/18/16
Form ID NCI001445181
Approver Thomas J Yowell
Start Date/Time 11/18/16 / 0430
End Date/Time 11/18/16 / 1700
Trip Location Burbank, CA
Purpose of Trip Attend NextUp Forum: Housing Now
 - Turning NIMRY to YIMRY
Authorization #/ Trip # /

REPORT TOTALS

Report Total 347.30 USD
Department Paid 304.28 USD
Advance Schedule Amount 0.00 USD
Amount Due Employee 43.02 USD

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

EXPENSE DATA SUMMARY

Date	Expense Item	Amount	Payment Type	Country	Ex. Rate	Charge to	USD
11/18/16	Personal Auto Mileage	13.72	Cash	United States (US)	1.00		13.72
11/18/16	Airfare - Commercial	304.28	Department Paid	United States (US)	1.00		304.28
11/18/16	Lyft-Transportation Network Co.	5.30	Cash	United States (US)	1.00		5.30
11/18/16	Parking, Auto	17.00	Cash	United States (US)	1.00		17.00
11/18/16	Breakfast	7.00	Cash	United States (US)	1.00		7.00

Expense Sub-Totals

Breakfast 7.00
Airfare - Commercial 304.28
Parking, Auto 17.00
Personal Auto Mileage 13.72
Lyft-Transportation Network Co. 5.30

Review Items - Exceptions and Questions

Text	Response	Policy
Was prior approval granted for your attendance at the conference/convention?	Yes	5:3b