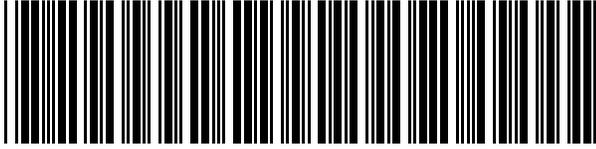


**CalATERS-Global
Transmittal Page**

TEA001422392



SUBMIT RECEIPTS TO

SCO DEPARTMENTAL ACCOUNTING

PO BOX 942850
SACRAMENTO CA 94250-0001

SUMMARY INFORMATION

Name Lynn Paquin

Expense Dates 10/24/16-10/26/16

Total Expenses 683.67 USD

Advance Schedule Amount 0.00 USD

Amount Due Employee 374.08 USD

Form ID TEA001422392

Report Name CalPERS Educational Forum 2016

Approver Thomas J Yowell

DIRECTIONS FOR SUBMISSION

Mail the original receipts, and other appropriate documentation with this page.

Unless your manager has directed otherwise, place this transmittal and receipts into an envelope and address exactly as shown above.

REQUIRED RECEIPTS

Rec. #	Date	Receipt Item	Amount	If not submitted - Explain
1)	10/24/16	Lodging	107.54 USD	
2)	10/24/16	Taxi Fare	52.00 USD	
3)	10/25/16	Lodging	107.54 USD	
4)	10/26/16	Airfare - Commercial	309.59 USD	
5)	10/26/16	Parking, Auto	51.00 USD	

SIGNATURE

I have reviewed these documents.

Thomas J Yowell

CalATERS-Global Expense Summary

REPORT INFORMATION

Name	Lynn Paquin
Expense Dates	10/24/16-10/26/16
Form ID	TEA001422392
Approver	Thomas J Yowell
Start Date/Time	10/24/16 / 0700
End Date/Time	10/26/16 / 1730
Trip Location	Riverside
Purpose of Trip	Represent the Controller at CalPERS Educational Forum
Authorization #/ Trip #	/

REPORT TOTALS

Report Total	683.67 USD
Department Paid	309.59 USD
Advance Schedule Amount	0.00 USD
Amount Due Employee	374.08 USD

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

EXPENSE DATA SUMMARY

Date	Expense Item	Amount	Payment Type	Country	Ex. Rate	Charge to	USD
10/24/16	Lodging	107.54	Cash	United States (US)	1.00		107.54
10/24/16	Taxi Fare	52.00	Cash	United States (US)	1.00		52.00
10/24/16	Dinner	23.00	Cash	United States (US)	1.00		23.00
10/24/16	Incidentals	5.00	Cash	United States (US)	1.00		5.00
10/25/16	Lodging	107.54	Cash	United States (US)	1.00		107.54
10/25/16	Dinner	23.00	Cash	United States (US)	1.00		23.00
10/25/16	Incidentals	5.00	Cash	United States (US)	1.00		5.00
10/26/16	Airfare - Commercial	309.59	Department Paid	United States (US)	1.00		309.59
10/26/16	Parking, Auto	51.00	Cash	United States (US)	1.00		51.00

Expense Sub-Totals

Airfare - Commercial	309.59
Dinner	46.00
Incidentals	10.00
Lodging	215.08
Parking, Auto	51.00
Taxi Fare	52.00

Review Items - Exceptions and Questions

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

**CalATERS-Global
Expense and Miscellaneous Detail**

EXPENSE DETAIL SUMMARY

Date	Expense Item	Amount	Expense is	Purpose	Category	Receipt Required
10/24/16	Lodging	107.54	Reimbursable			Yes
10/24/16	Taxi Fare	52.00	Reimbursable			Yes
10/24/16	Dinner	23.00	Reimbursable			No
10/24/16	Incidentals	5.00	Reimbursable			No
10/25/16	Lodging	107.54	Reimbursable			Yes
10/25/16	Dinner	23.00	Reimbursable			No
10/25/16	Incidentals	5.00	Reimbursable			No
10/26/16	Airfare - Commercial	309.59	Reimbursable			Yes
10/26/16	Parking, Auto	51.00	Reimbursable			Yes