

## CalATERS-Global Expense Summary

### REPORT INFORMATION

<b>Name</b>	Lynn Paquin
<b>Expense Dates</b>	09/27/16-09/30/16
<b>Form ID</b>	TOS001387557
<b>Approver</b>	George Lolas
<b>Start Date/Time</b>	09/27/16 / 0925
<b>End Date/Time</b>	09/30/16 / 2139
<b>Trip Location</b>	Chicago, IL
<b>Purpose of Trip</b>	Attend CII Fall 2016 Conference on behalf of the Controller
<b>Authorization #/ Trip #</b>	/ EO04

### REPORT TOTALS

<b>Report Total</b>	1354.87 USD
<b>Department Paid</b>	422.20 USD
<b>Advance Schedule Amount</b>	0.00 USD
<b>Amount Due Employee</b>	932.67 USD

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

### EXPENSE DATA SUMMARY

Date	Expense Item	Amount	Payment Type	Country	Ex. Rate	Charge to	USD
09/27/16	O/S Airfare - Commercial	178.10	Department Paid	United States (US)	1.00		178.10
09/27/16	O/S Lodging	248.89	Cash	United States (US)	1.00		248.89
09/27/16	O/S Incidentals	5.00	Cash	United States (US)	1.00		5.00
09/27/16	O/S Lunch	11.00	Cash	United States (US)	1.00		11.00
09/27/16	O/S Dinner	23.00	Cash	United States (US)	1.00		23.00
09/28/16	O/S Lodging	248.89	Cash	United States (US)	1.00		248.89
09/28/16	O/S Incidentals	5.00	Cash	United States (US)	1.00		5.00
09/28/16	O/S Dinner	23.00	Cash	United States (US)	1.00		23.00
09/29/16	O/S Lodging	248.89	Cash	United States (US)	1.00		248.89
09/29/16	O/S Incidentals	5.00	Cash	United States (US)	1.00		5.00
09/29/16	O/S Dinner	23.00	Cash	United States (US)	1.00		23.00
09/30/16	O/S Airfare - Commercial	244.10	Department Paid	United States (US)	1.00		244.10
09/30/16	O/S Parking, Auto	68.00	Cash	United States (US)	1.00		68.00
09/30/16	O/S Dinner	23.00	Cash	United States (US)	1.00		23.00

### Expense Sub-Totals

<b>O/S Airfare - Commercial</b>	422.20
<b>O/S Lunch</b>	11.00
<b>O/S Dinner</b>	92.00
<b>O/S Incidentals</b>	15.00
<b>O/S Lodging</b>	746.67
<b>O/S Parking, Auto</b>	68.00

### Review Items - Exceptions and Questions

Text	Response	Policy
Document of Prior Approval required for O/S Regular.	Yes	#A6 DPA required