

## CalATERS-Global Expense Summary

### REPORT INFORMATION

**Name** Yvette Stowers  
**Expense Dates** 11/01/16-11/03/16  
**Form ID** SCI001431078  
**Approver** Thomas J Yowell  
**Start Date/Time** 11/01/16 / 1530  
**End Date/Time** 11/03/16 / 1800  
**Trip Location** Monterey, CA  
**Purpose of Trip**  
**Authorization #/ Trip #** /

### REPORT TOTALS

**Report Total** 682.90 USD  
**Department Paid** 0.00 USD  
**Advance Schedule Amount** 233.50 USD  
**Amount Due Employee** 449.40 USD

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

### EXPENSE DATA SUMMARY

Date	Expense Item	Amount	Payment Type	Country	Ex. Rate	Charge to	USD
11/01/16	Personal Auto Mileage	99.90	Cash	United States (US)	1.00		99.90
11/01/16	Dinner	23.00	Cash	United States (US)	1.00		23.00
11/01/16	Lodging	198.30	Cash	United States (US)	1.00		198.30
11/02/16	Breakfast	7.00	Cash	United States (US)	1.00		7.00
11/02/16	Dinner	23.00	Cash	United States (US)	1.00		23.00
11/02/16	Incidentals	5.00	Cash	United States (US)	1.00		5.00
11/02/16	Lodging	198.80	Cash	United States (US)	1.00		198.80
11/03/16	Incidentals	5.00	Cash	United States (US)	1.00		5.00
11/03/16	Lunch	11.00	Cash	United States (US)	1.00		11.00
11/03/16	Breakfast	7.00	Cash	United States (US)	1.00		7.00
11/03/16	Personal Auto Mileage	99.90	Cash	United States (US)	1.00		99.90
11/03/16	Bridge Tolls	5.00	Cash	United States (US)	1.00		5.00

### Expense Sub-Totals

**Breakfast** 14.00  
**Bridge Tolls** 5.00  
**Dinner** 46.00  
**Incidentals** 10.00  
**Lodging** 397.10  
**Lunch** 11.00  
**Personal Auto Mileage** 199.80

### 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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