

CalATERS-Global Expense Summary

REPORT INFORMATION

Name Anne E Baker
Expense Dates 04/12/16-04/16/16
Form ID TEA001174678
Approver Thomas J Yowell
Start Date/Time 04/12/16 / 1400
End Date/Time 04/16/16 / 1400
Trip Location Santa Rosa, CA
Purpose of Trip Represent Controller at April 2016
Authorization #/ Trip # Coastal Commission /

REPORT TOTALS

Report Total 841.44 USD
Department Paid 0.00 USD
Advance Schedule Amount 468.00 USD
Amount Due Employee 373.44 USD

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

EXPENSE DATA SUMMARY

| Date | Expense Item | Amount | Payment Type | Country | Ex. Rate | Charge to | USD |
|----------|-----------------------|--------|--------------|--------------------|----------|-----------|--------|
| 04/12/16 | Lodging | 125.40 | Cash | United States (US) | 1.00 | | 125.40 |
| 04/12/16 | Dinner | 23.00 | Cash | United States (US) | 1.00 | | 23.00 |
| 04/12/16 | Personal Auto Mileage | 72.36 | Cash | United States (US) | 1.00 | | 72.36 |
| 04/13/16 | Lodging | 125.40 | Cash | United States (US) | 1.00 | | 125.40 |
| 04/13/16 | Breakfast | 7.00 | Cash | United States (US) | 1.00 | | 7.00 |
| 04/13/16 | Lunch | 11.00 | Cash | United States (US) | 1.00 | | 11.00 |
| 04/13/16 | Dinner | 23.00 | Cash | United States (US) | 1.00 | | 23.00 |
| 04/13/16 | Personal Auto Mileage | 14.04 | Cash | United States (US) | 1.00 | | 14.04 |
| 04/14/16 | Lodging | 125.40 | Cash | United States (US) | 1.00 | | 125.40 |
| 04/14/16 | Breakfast | 7.00 | Cash | United States (US) | 1.00 | | 7.00 |
| 04/14/16 | Lunch | 11.00 | Cash | United States (US) | 1.00 | | 11.00 |
| 04/14/16 | Dinner | 23.00 | Cash | United States (US) | 1.00 | | 23.00 |
| 04/14/16 | Personal Auto Mileage | 14.04 | Cash | United States (US) | 1.00 | | 14.04 |
| 04/15/16 | Lodging | 125.40 | Cash | United States (US) | 1.00 | | 125.40 |
| 04/15/16 | Breakfast | 7.00 | Cash | United States (US) | 1.00 | | 7.00 |
| 04/15/16 | Lunch | 11.00 | Cash | United States (US) | 1.00 | | 11.00 |
| 04/15/16 | Dinner | 23.00 | Cash | United States (US) | 1.00 | | 23.00 |
| 04/15/16 | Personal Auto Mileage | 14.04 | Cash | United States (US) | 1.00 | | 14.04 |
| 04/16/16 | Breakfast | 7.00 | Cash | United States (US) | 1.00 | | 7.00 |
| 04/16/16 | Personal Auto Mileage | 72.36 | Cash | United States (US) | 1.00 | | 72.36 |

Expense Sub-Totals

Breakfast 28.00
Dinner 92.00
Lodging 501.60
Lunch 33.00
Personal Auto Mileage 186.84

Review Items - Exceptions and Questions

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

**CalATERS-Global
Expense Summary**

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| Approvers should verify lodging was obtained in a designated high cost county. | | 46new |
| Did you obtain prior written approval to exceed the maximum allowed? | Yes | #46a DPA required - Lodging |
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