

TRAVEL WORKSHEET

TRAVEL DATES:
10/7/2013 to 10/11/2013

Employee Name Quiyana Hall

DATE	HOTEL	ROOM	FOOD	TAXI	TIPS	OTHER	DISALLOWED	TOTAL
10/7/13		\$53.25						\$53.25
10/8/13		\$71						\$71
10/9/13		\$71						\$71
10/10/13		\$71						\$71
10/11/13		\$53.25						\$53.25

Total Expenses \$319.50
Less Advance _____

TOTAL REFUND/AMOUNT OWED: \$319.50

EMPLOYEE SIGNATURE

TRAVEL WORKSHEET

TRAVEL DATES:
 10/7/2013 to 10/11/2013

Employee Name

Natasha Herring

DATE	HOTEL	FOOD	FOOD	FOOD	FOOD	TRANS	OTHER	DENIED/ALLOWED	TOTAL
10/7/13		\$53.25							\$53.25
10/8/13		\$71							\$71
10/9/13		\$71							\$71
10/10/13		\$71							\$71
10/11/13		\$53.25							\$53.25

Total Expenses \$319.50

Less Advance _____

TOTAL REFUND/AMOUNT OWED: \$319.50

EMPLOYEE SIGNATURE



TRAVEL WORKSHEET

TRAVEL DATES:

10/7/2013 to 10/11/2013

Employee Name

Ella Faulkner

DATE	HOTEL	FOOD	FOOD	FOOD	FOOD	FOOD	TRANS	OTHER	DISALLOWED	TOTAL
10/7/13		\$53.25								\$53.25
10/8/13		\$71								\$71
10/9/13		\$71								\$71
10/10/13		\$71								\$71
10/11/13		\$53.25								\$53.25

Total Expenses \$319.50
Less Advance

TOTAL REFUND/AMOUNT OWED: \$319.50

EMPLOYEE SIGNATURE 

TRAVEL WORKSHEET

TRAVEL DATES:
10/7/2013 to 10/11/2013

Employee Name

Rachel Newman

DATE	HOTEL	FOOD	FOOD	FOOD	FOOD	TRANS	OTHER	DISALLOWED	TOTAL
10/7/13		\$53.25							\$53.25
10/8/13		\$71							\$71
10/9/13		\$71							\$71
10/10/13		\$71							\$71
10/11/13		\$53.25							\$53.25

Total Expenses \$319.50
Less Advance

TOTAL REFUND/AMOUNT OWED:

\$319.50

EMPLOYEE SIGNATURE



TRAVEL WORKSHEET

TRAVEL DATES:
10/7/2013 to 10/11/2013

Employee Name Olga Figueroa

DATE	HOTEL	FOOD	FOOD	FOOD	FOOD	TRANS	OTHER	DISALLOWED	TOTAL
10/7/13		\$53.25							\$53.25
10/8/13		\$71							\$71
10/9/13		\$71							\$71
10/10/13		\$71							\$71
10/11/13		\$53.25							\$53.25

Total Expenses \$319.50
Less Advance _____

TOTAL REFUND/AMOUNT OWED: \$319.50

EMPLOYEE SIGNATURE



TRAVEL WORKSHEET

TRAVEL DATES:
10/7/2013 to 10/11/2013

Employee Name Ricky Davenport

DATE	HOTEL	FOOD	FOOD	FOOD	FOOD	FOOD	TRANS	OTHER	DISALLOWED	TOTAL
10/7/13		\$53.25								\$53.25
10/8/13		\$71								\$71
10/9/13		\$71								\$71
10/10/13		\$71								\$71
10/11/13		\$53.25								\$53.25

Total Expenses \$319.50
Less Advance

TOTAL REFUND/AMOUNT OWED: \$319.50

EMPLOYEE SIGNATURE

TRAVEL WORKSHEET

TRAVEL DATES:
10/7/2013 to 10/11/2013

Employee Name Jerome Beaner

DATE	HOTEL	FOOD	FOOD	FOOD	FOOD	TRANS	OTHER	DISALLOWED	TOTAL
10/7/13		\$53.25							\$53.25
10/8/13		\$71							\$71
10/9/13		\$71							\$71
10/10/13		\$71							\$71
10/11/13		\$53.25							\$53.25

Total Expenses \$319.50
Less Advance _____

TOTAL REFUND/AMOUNT OWED: \$319.50
EMPLOYEE SIGNATURE

TRAVEL WORKSHEET

TRAVEL DATES:
10/7/2013 to 10/11/2013

Employee Name Bridget Stesney

DATE	HOTEL	FOOD	FOOD	FOOD	FOOD	TRANS	OTHER	DISALLOWED	TOTAL
10/7/13		\$53.25							\$53.25
10/8/13		\$71							\$71
10/9/13		\$71							\$71
10/10/13		\$71							\$71
10/11/13		\$53.25							\$53.25

Total Expenses \$319.50
Less Advance
TOTAL REFUND/AMOUNT OWED: \$319.50

EMPLOYEE SIGNATURE [REDACTED]

TRAVEL WORKSHEET

TRAVEL DATES:
10/7/2013 to 10/11/2013

Employee Name

Stacie West

DATE	HOTEL	FOOD	FOOD	FOOD	FOOD	TRANS	OTHER	DISALLOWED	TOTAL
10/7/13		\$53.25							\$53.25
10/8/13		\$71							\$71
10/9/13		\$71							\$71
10/10/13		\$71							\$71
10/11/13		\$53.25							\$53.25

Total Expenses \$319.50
Less Advance _____

TOTAL REFUND/AMOUNT OWED: \$319.50

EMPLOYEE SIGNATURE 

TRAVEL WORKSHEET

TRAVEL DATES:
10/7/2013 to 10/11/2013

Employee Name Kathleen Rehwaldt

DATE	HOTEL	FOOD	FOOD	FOOD	FOOD	TRANS	OTHER	DISALLOWED	TOTAL
10/7/13		\$53.25							\$53.25
10/8/13		\$71							\$71
10/9/13		\$71							\$71
10/10/13		\$71							\$71
10/11/13		\$53.25							\$53.25

Total Expenses \$319.50
 Less Advance

TOTAL REFUND/AMOUNT OWED: \$319.50
 EMPLOYEE SIGNATURE [Redacted]

TRAVEL WORKSHEET

TRAVEL DATES:
10/7/2013 to 10/11/2013

Employee Name John Stokes

DATE	HOTEL	FOOD	FOOD	FOOD	FOOD	FOOD	TRANS	OTHER	DISALLOWED	TOTAL
10/7/13		\$53.25								\$53.25
10/8/13		\$71								\$71
10/9/13		\$71								\$71
10/10/13		\$71								\$71
10/11/13		\$53.25								\$53.25

Total Expenses \$319.50
Less Advance _____

TOTAL REFUND/AMOUNT OWED: \$319.50

EMPLOYEE SIGNATURE [Redacted Signature]

TRAVEL WORKSHEET

TRAVEL DATES:
10/7/2013 to 10/11/2013

Employee Name Christopher Ashton

DATE	HOTEL	FOOD	FOOD	FOOD	FOOD	TRANS	OTHER	DISALLOWED	TOTAL
10/7/13		\$53.25							\$53.25
10/8/13		\$71							\$71
10/9/13		\$71							\$71
10/10/13		\$71							\$71
10/11/13		\$53.25							\$53.25

Total Expenses \$319.50
 Less Advance _____

TOTAL REFUND/AMOUNT OWED: \$319.50

EMPLOYEE SIGNATURE 

TRAVEL WORKSHEET

TRAVEL DATES:
10/7/2013 to 10/11/2013


Employee Name Lou Hall

DATE	HOTEL	FOOD	FOOD	FOOD	FOOD	TRANS	OTHER	DISALLOWED	TOTAL
10/7/13		\$53.25							\$53.25
10/8/13		\$71							\$71
10/9/13		\$71							\$71
10/10/13		\$71							\$71
10/11/13		\$53.25							\$53.25

Total Expenses \$319.50
 Less Advance _____

TOTAL REFUND/AMOUNT OWED: \$319.50

EMPLOYEE SIGNATURE _____



TRAVEL WORKSHEET

TRAVEL DATES:
10/7/2013 to 10/11/2013

Employee Name Cecilia Washington

DATE	HOTEL	FOOD	FOOD	FOOD	FOOD	TRANS	OTHER	DISALT/OWED	TOTAL
10/7/13		\$53.25							\$53.25
10/8/13		\$71							\$71
10/9/13		\$71							\$71
10/10/13		\$71							\$71
10/11/13		\$53.25							\$53.25

Total Expenses \$319.50
 Less Advance _____

TOTAL REFUND/AMOUNT OWED: \$319.50

EMPLOYEE SIGNATURE _____

TRAVEL WORKSHEET

TRAVEL DATES:
10/7/2013 to 10/11/2013

Employee Name

Donniel Bush

DATE	HOTEL	FOOD	FOOD	FOOD	FOOD	FOOD	TRANS	OTHER	DISALLOWED	TOTAL
10/7/13		\$53.25								\$53.25
10/8/13		\$71								\$71
10/9/13		\$71								\$71
10/10/13		\$71								\$71
10/11/13		\$53.25								\$53.25

Total Expenses \$319.50
 Less Advance

TOTAL REFUND/AMOUNT OWED: \$319.50

EMPLOYEE SIGNATURE 

TRAVEL WORKSHEET

TRAVEL DATES:
10/7/2013 to 10/11/2013

Employee Name Vanessa Gerideau Garrison

DATE	HOTEL	FOOD	FOOD	FOOD	FOOD	TRANS	OTHER	DISALLOTTED	TOTAL
10/7/13		\$53.25							\$53.25
10/8/13		\$71							\$71
10/9/13		\$71							\$71
10/10/13		\$71							\$71
10/11/13		\$53.25							\$53.25

Total Expenses **\$319.50**
Less Advance

TOTAL REFUND/AMOUNT OWED: **\$319.50**

EMPLOYEE SIGNATURE



TRAVEL WORKSHEET

TRAVEL DATES:
10/7/2013 to 10/11/2013

Employee Name Alice Miller

DATE	HOTEL	FOOD	FOOD	FOOD	FOOD	FOOD	TRANS	OTHER	DISALLOWED	TOTAL
10/7/13		\$53.25								\$53.25
10/8/13		\$71								\$71
10/9/13		\$71								\$71
10/10/13		\$71								\$71
10/11/13		\$53.25								\$53.25

Total Expenses \$319.50
 Less Advance _____

TOTAL REFUND/AMOUNT OWED: \$319.50

EMPLOYEE SIGNATURE _____

TRAVEL WORKSHEET

TRAVEL DATES:
10/7/2013 to 10/11/2013

Employee Name Tiffany Johnson

DATE	HOTEL	FOOD	FOOD	FOOD	FOOD	TRANSP	OTHER	DISALLOWED	TOTAL
10/7/13		\$53.25							\$53.25
10/8/13		\$71							\$71
10/9/13		\$71							\$71
10/10/13		\$71							\$71
10/11/13		\$53.25							\$53.25

Total Expenses \$319.50
 Less Advance _____

TOTAL REFUND/AMOUNT OWED: \$319.50

EMPLOYEE SIGNATURE _____

TRAVEL WORKSHEET

TRAVEL DATES:

10/7/2013 to 10/11/2013

Employee Name _____

Marcus Coates _____

DATE	HOTEL	FOOD	FOOD	FOOD	FOOD	TRANS	OTHER	DISALLOWED	TOTAL
10/7/13		\$53.25							\$53.25
10/8/13		\$71							\$71
10/9/13		\$71							\$71
10/10/13		\$71							\$71
10/11/13		\$53.25							\$53.25

Total Expenses \$319.50
 Less Advance _____

TOTAL REFUND/AMOUNT OWED: \$319.50

EMPLOYEE SIGNATURE _____

TRAVEL WORKSHEET

TRAVEL DATES:
10/7/2013 to 10/11/2013

Employee Name

Alonzo Holloway

DATE	HOTEL	FOOD	FOOD	FOOD	FOOD	TRANS	OTHER	DISABLED	TOTAL
10/7/13		\$53.25							\$53.25
10/8/13		\$71							\$71
10/9/13		\$71							\$71
10/10/13		\$71							\$71
10/11/13		\$53.25							\$53.25

Total Expenses \$319.50
Less Advance

TOTAL REFUND/AMOUNT OWED: \$319.50

EMPLOYEE SIGNATURE

TRAVEL WORKSHEET

TRAVEL DATES:
10/7/2013 to 10/11/2013

Employee Name Janet Jackson

DATE	HOTEL	FOOD	FOOD	FOOD	FOOD	TRANS	OTHER	DISALLOWED	TOTAL
10/7/13		\$53.25							\$53.25
10/8/13		\$71							\$71
10/9/13		\$71							\$71
10/10/13		\$71							\$71
10/11/13		\$53.25							\$53.25

Total Expenses \$319.50
 Less Advance _____

TOTAL REFUND/AMOUNT OWED: \$319.50

EMPLOYEE SIGNATURE _____

TRAVEL WORKSHEET

TRAVEL DATES:
10/7/2013 to 10/11/2013

Employee Name

Kokia Tarik

DATE	HOTEL	FOOD	FOOD	FOOD	FOOD	TRANS	OTHER	DISALLOWED	TOTAL
10/7/13		\$53.25							\$53.25
10/8/13		\$71							\$71
10/9/13		\$71							\$71
10/10/13		\$71							\$71
10/11/13		\$53.25							\$53.25

Total Expenses \$319.50
 Less Advance _____
TOTAL REFUND/AMOUNT OWED: \$319.50

EMPLOYEE SIGNATURE _____

TRAVEL WORKSHEET

TRAVEL DATES:
10/7/2013 to 10/11/2013

Employee Name

Carnelle Ratliff

DATE	HOTEL	FOOD	FOOD	FOOD	FOOD	FOOD	TRANS	OTHER	DISALLOWED	TOTAL
10/7/13		\$53.25								\$53.25
10/8/13		\$71								\$71
10/9/13		\$71								\$71
10/10/13		\$71								\$71
10/11/13		\$53.25								\$53.25

Total Expenses \$319.50
Less Advance _____

TOTAL REFUND/AMOUNT OWED: \$319.50

EMPLOYEE SIGNATURE



TRAVEL WORKSHEET

TRAVEL DATES:

10/7/2013 to 10/11/2013

Employee Name

Zubidiyah Sudah

DATE	HOTEL	FOOD	FOOD	FOOD	FOOD	FOOD	TRANS	OTHER	DISALLOWED	TOTAL
10/7/13		\$53.25								\$53.25
10/8/13		\$71								\$71
10/9/13		\$71								\$71
10/10/13		\$71								\$71
10/11/13		\$53.25								\$53.25

Total Expenses

\$319.50

Less Advance

TOTAL REFUND/AMOUNT OWED:

\$319.50

EMPLOYEE SIGNATURE



TRAVEL WORKSHEET

TRAVEL DATES:
10/7/2013 to 10/11/2013

Employee Name

Sharia Shanklin

DATE	HOTEL	FOOD	FOOD	FOOD	FOOD	FOOD	TRANS	OTHER	DISALLOWED	TOTAL
10/7/13		\$53.25								\$53.25
10/8/13		\$71								\$71
10/9/13		\$71								\$71
10/10/13		\$71								\$71
10/11/13		\$53.25								\$53.25

Total Expenses \$319.50
 Less Advance _____

TOTAL REFUND/AMOUNT OWED: \$319.50

EMPLOYEE SIGNATURE



TRAVEL WORKSHEET

TRAVEL DATES:
10/7/2013 to 10/11/2013

Employee Name _____

Keely Alexander

DATE	HOTEL	FOOD	FOOD	FOOD	FOOD	TRANS	OTHER	DISALLOWED	TOTAL
10/7/13		\$53.25							\$53.25
10/8/13		\$71							\$71
10/9/13		\$71							\$71
10/10/13		\$71							\$71
10/11/13		\$53.25							\$53.25

Total Expenses \$319.50
 Less Advance _____

TOTAL REFUND/AMOUNT OWED: \$319.50

EMPLOYEE SIGNATURE _____

TRAVEL WORKSHEET

TRAVEL DATES:

10/7/2013 to 10/11/2013

Employee Name

Sherman Nelson

DATE	HOTEL	FOOD	FOOD	FOOD	FOOD	FOOD	TRANS	OTHER	DISALLOWED	TOTAL
10/7/13		\$53.25								\$53.25
10/8/13		\$71								\$71
10/9/13		\$71								\$71
10/10/13		\$71								\$71
10/11/13		\$53.25								\$53.25

Total Expenses \$319.50
 Less Advance _____

TOTAL REFUND/AMOUNT OWED: \$319.50

EMPLOYEE SIGNATURE 

TRAVEL WORKSHEET

TRAVEL DATES:
10/7/2013 to 10/11/2013

Employee Name Toni Thompson

DATE	HOTEL	FOOD	FOOD	FOOD	FOOD	FOOD	TRANS	OTHER	DISALLOWED	TOTAL
10/7/13		\$53.25								\$53.25
10/8/13		\$71								\$71
10/9/13		\$71								\$71
10/10/13		\$71								\$71
10/11/13		\$53.25								\$53.25

Total Expenses \$319.50
Less Advance _____

TOTAL REFUND/AMOUNT OWED: \$319.50

EMPLOYEE SIGNATURE  _____

TRAVEL WORKSHEET

TRAVEL DATES:
10/7/2013 to 10/11/2013

Employee Name Jesus Aguirre

DATE	HOTEL	FOOD	FOOD	FOOD	FOOD	FOOD	TRANS	OTHER	DISALLOWED	TOTAL
10/7/13		\$53.25								\$53.25
10/8/13		\$71								\$71
10/9/13		\$71								\$71
10/10/13		\$71								\$71
10/11/13		\$53.25								\$53.25

Total Expenses \$319.50

Less Advance

TOTAL REFUND/AMOUNT OWED: \$319.50

EMPLOYEE SIGNATURE 