Travel & Expense Account
Summary

Employee Name	ARTHUR KAWAMURA			
Expense Dates	12/01/09-12/07/09	**Request Total**	$	1378.38
Report Name	Washington D.C. NISCA Mtg 12.1-2.10	***Direct Charge Total***	-	1046.41
		Travel Advances	-	0.00
		Net Due Employee	=	**331.97**

Trip Totals

Trip/Expense Category	Trip Name	Total Amount
Regular Travel	DC Dec 1-2 2009	1378.38

NOTE: (d)=Direct Charge

DATE	Tue Dec 1	Wed Dec 2	Mon Dec 7							TOTAL
O/S Commercial Air Fare (d)	838.40		0.00							**838.40**
O/S Lodging	237.02									**237.02**
O/S Internet Charges	9.95									**9.95**
O/S Taxi Fare	65.00	20.00								**85.00**
O/S Auto Rental (d)			208.01							**208.01**
TOTALS $	**1150.37**	**20.00**	**208.01**							**1378.38**

Travel & Expense Account
Summary & Detail

Comments

Subject	Comment
O/S Auto Rental on 12/07/09 for 208.01	Checked out car on Dec 3 and returned on Dec 7.

Travel & Expense Account
Summary

Employee Name	ARTHUR KAWAMURA			
Expense Dates	12/04/09-12/07/09	**Request Total**	$	279.73
Report Name	AGK TEC's December 09	***Direct Charge Total***	-	157.60
		Travel Advances	-	0.00
		Net Due Employee	=	**122.13**

Trip Totals

Trip/Expense Category	Trip Name	Total Amount
Regular Travel	12/4-7/09	279.73

NOTE: (d)=Direct Charge

DATE	Fri Dec 4	Mon Dec 7								TOTAL
Lodging	122.13									122.13
Commercial Air Fare (d)		157.60								157.60
TOTALS $	122.13	157.60								279.73