



### Travel Voucher

Date: 20-Jul-15

Account No.

Name: Maher Maso

Travel/Meals  
Lodging  
Seminars  
Schools

OBJ Code	ORG Code
69500	
69550	
12180	

Destination: Austin, TX

Advance

Purpose: US/China Investment Summit

Hotel Name: Courtyard Austin Downtown

Departure Time & Date: 3/31/2015

Return Time & Date: 4/1/2015

Expenses*	1st Day	2nd Day	3rd Day	4th Day	5th Day	Total Expenses	Prepaid or Billed
Mileage* (\$0.56/mile 1-1-2014)		-				0.00	
Air Fare						0.00	210.00
Airport Parking						0.00	
Limousine						0.00	
Taxi, bus, etc.	✖ 78.86	19.62				98.48	
Car Rental						0.00	
Parking Fees						0.00	
Registration Fee						0.00	
Meals						0.00	
Lodging						0.00	339.50
Phone						0.00	
Literature						0.00	
Gratuities						0.00	
Other (Gas for City Prius)						0.00	
						0.00	
<b>TOTAL</b>	\$ 78.86	\$ 19.62	\$ -	\$ -	\$ -		549.50

Expenses incurred by employee: \$ 98.48  
 Less travel advance:  
 Amount due (TO) or FROM the CITY: \$ 98.48

\*Receipts and other supporting data must be attached. If payment is due the City, please attach payment at time of submission of travel voucher.

Mileage rate January 1, 2014 - Dec 31, 2014 0.56

\*\*Enter number of miles driven each day.

I certify that the expenses outlined above were incurred by me in the conducting of city business and are true and correct to the best of my knowledge.

\*\*REVISED AMOUNT

Employee Signature

Director's Signature

Approved for Payment