FRISCO

CITY OF FRISCO
PROGRESS IN MOTION

Travel Voucher

Date: 28-Sep-15

Name: Tim H. Nelson

Destination: San Antonio, TX

	OBJ Code	ORG Code
Travel/Meals Lodging	69500	
Seminars Schools	69550	
Advance	12180	

Account No.

Purpose: TML Conference

Hotel Name: Hilton Palacio Del Rio

Departure Time & Date: 9/23/2015

Return Time & Date: 9/25/2015

Expenses*	1st Day	2nd Day	3rd Day	4th Day	5th Day	Total Expenses	Prepaid or Billed
Mileage* ($0.56/mile 1-1-2014)	25.00		25.00			28.00	
Air Fare						0.00	
Airport Parking						0.00	
Limousine						0.00	
Taxi, bus, etc.	31.55		29.55			61.10	
Car Rental						0.00	
Parking Fees						0.00	
Registration Fee						0.00	
Meals		12.77				12.77	
Lodging						0.00	
Phone						0.00	
Literature						0.00	
Gratuities			5.00			5.00	
Other *(please explain) Tolls*	2.29		2.82			5.11	
						0.00	
TOTAL	$ 33.84	$ 12.77	$ 37.37	$ -	$ -		-

Expenses incurred by employee:	$ 111.98
Less travel advance:	
Amount due **(TO)** or **FROM the CITY:**	**$ 111.98**

*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.

Tim H Nelson

Employee Signature

Director's Signature

Approved for Payment

Revised 01/2/2014