pd 3-28 CK# 25-4882
Reg 3-19 #1530

Calendar 2018 Travel Expense Report

Name: Eric Howard
Title: City Council District 4
Department:
Period:
Destination: Tifton, GA

Purpose of Trip: Newly Elected Officials
Authorized by:
Department Head:
Date Submitted:
High Cost City:
Meal Allowance: $50.00

Per Mile Reimbursement: $0.545
Total Reimbursement Due: 125.35
G/L Number: 101 11110/560550 Dist 4

Method of Travel
- [x] Private Auto
- [ ] Air
- [ ] Other

City Vehicle:

Beginning mileage:
Ending mileage:
Net Mileage: 0

Date	Description of Expense	Airfare	Lodging	Ground Transportation (Gas, Rental Car, Taxi)	Meals	Conferences and Seminars	Miles	Mileage Reimbursement	Miscellaneous	Tips	Total Expenses	Pcard Charges & Advances	Amount due from (to) City
3-8-18			7.47				56	30.52				7.47	30.52
3-8-18							62	33.79			0.00		33.79
3-9-18							56	30.52			0.00		30.52
3-9-18							56	30.52			0.00		30.52
								0.00			0.00		0.00
								0.00			0.00		0.00
								0.00			0.00		0.00
								0.00			0.00		0.00
								0.00			0.00		0.00
								0.00			0.00		0.00
								0.00			0.00		0.00
								0.00			0.00		0.00
								0.00			0.00		0.00
								0.00			0.00		0.00
								0.00			0.00		0.00
								0.00			0.00		0.00
Total		$0.00	$0.00	$0.00	$0.00	$0.00	0	~~$0.00~~ $125.35	$0.00	$0.00	$0.00	$0.00	~~$0.00~~ $125.35

Traveler: _____ Signature — 3-12-18 Date

Department Head: _____ Signature — _____ Date

City Manager: _____ Signature — Mar 19, 2018 Date