



Employee Travel and Business Expense Reimbursement Form

Employee Name: Lee Neal
Business Unit: 855100

Date: _____
Doc: 717243

ACCOUNTING USE

	Object Code	Amount
1.		\$ 74.90
2.		109.15
3.		
4.		
5.		
6.		
7.		
8.		
9.		
10.		
11.		
12.		
13.		
14.		
15.		
16.		
17.		
18.		
19.		
20.		
		\$ 184.05

RECEIVED
SEP 29 2015

EMPLOYEE USE

EXPENSE SUMMARY

Total expenses	\$ 184.05
Less cash advances	-
Less amounts charged on corporate credit card	-
Net amount due employee	\$ 184.05

MILEAGE REIMBURSEMENT CALCULATOR

Miles driven	-
IRS mileage rate	\$ 0.565
Mileage reimbursement	\$ -

Note that the mileage reimbursement calculated above must be manually entered on page two of this form.

PURPOSE OF EMPLOYEE TRAVEL

Employee: *[Signature]* 7/15/15

Mgr App: *[Signature]* 7/15/15

[Handwritten marks]
21-1-15



Employee Travel and Business Expense Reimbursement Form

Employee Name:	Lee Neal
Business Unit:	856100

	Date	Type of Expense	Vendor	Description	BU or Project Code	Object Code	Amount
1.	04/21/15	Miscellaneous	Central Fla. AutoSalvage	Spare Tire and Rim for Tk# 608		5780	74.90
2.	04/21/15	Meals-lunch	Red Lobster	Lunch for Israel & I to deliver truck to Altamonte		6200	29.04
3.	05/26/15	Meals-dinner	Pizza Hut	Dinner during New GST install		6200	25.11
4.	07/09/15	Meals-lunch	Sonny's	Lunch during WTP project		6200	55.00
5.							
6.							
7.							
8.							
9.							
10.							
11.							
12.							
13.							
14.							
15.							
16.							
17.							
18.							
19.							
20.							
21.							
22.							
23.							
24.							
25.							
26.							
27.							
28.							

CUSTOMER'S COPY

1111
 44005 1111 313-715-4232

REFERENCE #	DATE
P.O. #	CUSTOMER #

SHIP TO
 Cash
 1111, FL 31342

SALESMAN

TYPE OF SALE

TAX CODE

SHIP VIA

QUANTITY	PART NUMBER AND DESCRIPTION	UNIT PRICE	EXTENSION
1	12089, 7RL Request # 2004 80 V80015; 16X6 1/2, 6 lug wheel, (5 spokes), painted; Q180152	24.99	24.99
			4.99
			24.99

Thank You for your purchase!

24.99 Check
 4.99 C/Cash
 29.98

DI-count
 DOL Total
 29.98

PAID BY

QUANTITY

DESCRIPTION

UNIT PRICE

171.00

8

21.38

21.38

1.00

1.00

1.00

1.00

1.00

1.00

1.00

1.00

1.00

1.00

1.00

1.00

1.00

RED LOBSTER 6222
 340 West SR 436
 Altamonte Springs, FL 32714-4134
 Check # : 41291

Table 54
 Sarah A
 14:15 04/21/2015
 Transaction #: 1230069233

ID # 7191 928507786
 DISCOVER

Check Amount 24.04

TIP NOT INCLUDED.
 Suggested tip amounts
 are based on total sale
 including any tax.

20%	\$4.81
18%	\$4.33
15%	\$3.61

5.00
 29.04

Tip.....
 Total....

By cardholder agrees to pay total in
 accordance with agreement governing
 use of such card.

Guest Copy

Thank You
 For Eating at Pizza Hut
 Have a Nice Day

Ticket: 91 Register: 8
 Server: Maranda
 Unit # 004678 05/26/2015
 (813)788-7643 18:38

CARRY OUT Total 25.11
 DISCOVER 25.11
 DISCOVER 25.11
 Account: XXXXXXXXX7628
 Auth Code: 02677P

Amount Due 0.00

FLIP OVER FOR A CHANCE TO WIN!
 FLIP OVER FOR A CHANCE TO WIN!

FLIP OVER FOR A CHANCE TO WIN!

SAVE on GROUP ORDERS!

Meeting, Sports Event, Party

Get Pizza, Pasta & Wings

Server: Kara
 12:38 PM
 Table 52/1

DOB: 07/09/2015

07/09/2015
 3/30007

Sony's Zephyr111s
 (813) 782-4272
 6606 Gall Blvd
 Zephyr111s, FL 33541

SALE

DISCOVER
 Card #XXXXXXXXXXXX7628
 Magnetic card present: NEAL WILLIAM L
 Card Entry Method: S
 Approval: 00999P
 7340047

Amount: \$ 47.00
 + Tip: 8.00
 = Total: 55.00

I agree to pay the above
 total amount according to the
 card issuer agreement.

Customer Copy