

RECEIVED

FEB 17 2015

Batch 201404

Doc 664871

Employee Travel and Business Expense Reimbursement Form



Employee Name: Linda Schnauer  
Business Unit: 102106

**ACCOUNTING USE**

	Objct Code	Amount
1.	102106.5660	\$ 78.83
2.	102106.6195	202.46
3.	102106.6200	28.63
4.	102106.6215	71.50
5.		
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15.		
16.		
17.		
18.		
19.		
20.		
		\$ 381.42

**EMPLOYEE USE**

**EXPENSE SUMMARY**

Total expenses	\$ 381.42
Less cash advances	-
Less amounts charged on corporate credit card	-
Net amount due employee	\$ 381.42

**MILEAGE REIMBURSEMENT CALCULATOR**

Miles driven	-
IRS mileage rate	\$ 0.575
Mileage reimbursement	\$ -

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

**PURPOSE OF EMPLOYEE TRAVEL**

Visit and development of the Charlotte CS team. Assistance/training with Nettie and attend SC open house of new office.

Digitally signed by Jim Devine  
DN: cn=Jim Devine, o=Utilities, Inc., ou=Shared Services, email=jpdevine@uiwater.com, c=US  
Date: 2015.02.17 13:14:37 -0600

**Jim Devine**

*Linda Schnauer* 2/4/2015

Employee Signature \_\_\_\_\_ Date \_\_\_\_\_ Approved By \_\_\_\_\_ Date \_\_\_\_\_

## Employee Travel and Business Expense Reimbursement Form



Employee Name: Linda Schnaufer  
 Business Unit: 102106

Date	Type of Expense	Vendor	Description	RJ or Project Code	Object Code	Amount
1. 01/29/15	Car rental	Hertz	Travel to NC Call Center and SC Open House	102106	6195	202.46 ✓
2. 01/25/15	Fuel	7-Eleven	Fuel for rental car	102106	6215	25.24 ✓
3. 01/26/15	Fuel	Exxon	Fuel for rental car	102106	6215	24.76 ✓
4. 01/28/15	Fuel	Exxon	Fuel for rental car	102106	6215	21.50 ✓
5. 01/25/15	Meals-lunch	Subway Sandwiches	Lunch	102106	6200	7.42 ✓
6. 01/26/15	Meals-breakfast	McDonalds	Coffe	102106	6200	1.10 ✓
7. 01/27/15	Meals-lunch	Publix	Lunch	102106	6200	7.49 ✓
8. 01/28/15	Meals-breakfast	Chick-fil-A	Breakfast	102106	6200	4.69 ✓
9. 01/28/15	Meals-lunch	Steak n Shake	Lunch	102106	6200	7.93 ✓
10. 01/26/15	Employee recognition	Bedder Bedder & Moore	Lunch brought in for the Charlotte CS Team	102106	5660	78.83 ✓
11.						
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**THE HERTZ CORPORATION**

Phone: 800-654-4173  
Fax:  
Web: www.hertz.com

**Direct All Inquiries To:**

THE HERTZ CORPORATION  
PO BOX 26120  
OKLAHOMA CITY, OK 73126-0120

LINDA SCHNAUFER  
HERTZ FIFTY PLUS



REPRINT

Rental Agreement No: 113523292  
Invoice Date: 02/01/2015  
Document: 915000186425  
Renter: LINDA SCHNAUFER  
Account No.: \*\*\*\*\*  
MC  
CDP No.: 2007815  
CDP Name: HERTZ FIFTY PLUS

RENTAL REFERENCE

Rental Agreement No: 113523292  
Reservation ID: G4594426057

RENTAL DETAILS

Rate Plan: IN: MCLW5 OUT: MCLW5  
Rented On: 01/24/2015 08:02 LOC# 559813  
APOEKA, FL  
Returned On: 01/29/2015 08:02 LOC# 559813  
APOEKA, FL  
Car Description: SIR IMPALA 5P3N 759LYZ  
Veh. No.: 9448788  
CAR CLASS Charged: D MILEAGE In: 3,017  
Rented: F Out: 1,954  
Reserved: D Driven: 1,063

MISCELLANEOUS INFORMATION

CC AUTH: 000243 DATE: 2015/01/24 AMT: 415.00  
CC AUTH: 009657 DATE: 2015/01/31 AMT: 69.00

**Direct All Inquiries To:**

THE HERTZ CORPORATION  
PO BOX 26120  
OKLAHOMA CITY, OK 73126-0120  
UNITED STATES

Phone: 800-654-4173  
Web: www.hertz.com

RENTAL CHARGES

WEEKS 1 @ 140.00 140.00  
SUBTOTAL 140.00  
DISCOUNT 10.00% -14.00  
UPGRADE 50.00  
SUBTOTAL 176.00  
VEHICLE LICENSE FEE 2.46  
MOTOR VEHICLE LEASE TAX 10.15  
ENERGY SURCHARGE 1.49  
TAX 6.50% 12.36  
AMOUNT DUE 202.46 USD

THANK YOU FOR RENTING FROM HERTZ  
ALL CHARGES HAVE BEEN BILLED TO YOUR ACCOUNT.

AMOUNT BILLED TO ACCOUNT: 202.46 USD

2

\*\*\* DUPLICATE RECEIPT \*\*\*

7-Eleven #34778  
2229 E Semoran Blvd  
Apopka, FL 32703  
407-884-9109

Sale  
REM BAL \$ 24.76  
Auth #  
Inv # PP62104  
9755927  
Date 01/25/15 10:47  
7-ELEVEN 34778  
APOPKA FL  
Pump # 7 Regular  
Gallons 13.017  
Price/Gal \$ 1.939  
Fuel Sale \$ 25.24

THANK YOU FOR  
CHOOSING MOBIL

3

**EXXON EXPRESS PAY**

SHARPE SHOP  
FG45114638001  
230 BLYTHEWOOD RD  
BLYTHEWOOD , SC  
29016  
01/26/2015 29254167  
09:18:25 AM

XXXXXXXXXXXXXXXXX  
ExxonMobil G  
07675010196\$05000\$  
INVOICE 065869  
AUTH 002476

PUMP# 4  
Regular CR 12.203G  
PRICE/GAL \$2.029

DISCOUNTS BEFORE  
FUELING  
Disc Gro/GAL \$-0.060

FUEL TOTAL \$ 24.76

CREDIT \$ 24.76

Customer-activated Purchase/Capture  
Sequence Number 03470  
APPROVED 002476  
Card Balance \$0000.00

4

3692 St. Matthews Rd.  
Orangeburg SC 29115

**EXXON EXPRESS PAY**

ORANGEBURG EXXON  
FG45120064001  
3692 ST MATTHEWS RD  
ORANGEBURG , SC  
29115  
01/28/2015 137903136  
09:49:45 AM

XXXXXXXXXXXXXXXXX  
ExxonMobil G  
07675010196\$05000\$  
INVOICE 055261  
AUTH 005000

PUMP# 6  
Regular CR 11.088G  
PRICE/GAL \$1.939

FUEL TOTAL \$ 21.50

CREDIT \$ 21.50

Customer-activated Purchase/Capture  
Site #: 660000004210640  
Shift Number 1  
Sequence Number 61397  
APPROVED 005000  
Card Balance \$3803.50

5

SALE RECEIPT

Store #14691 tko 01/25/15 14:02:12  
Subway Sandwiches & Salads  
5008 New Jesup Hwy  
Brunswick Ga 31525  
912-261-8555  
Trans# 36 Clerk 6 Kelvin  
Dwr1 TRDT 012515 Reg-ID REG-MAIN  
Receipt # 0000496882

--- ITEM --- QTY PRICE MEMO PLU  
TUNA-MD fr 1 T \$ 9.00 11717  
TURHAM-MD 6r 1 T \$ 7.00 10824

SUBTOTAL \$ 16.00  
Sales Tx \$ 0.96

TAKE-OUT \*\*TOTAL \$ 16.96  
Cash AMT TEND \$ 20.00

CHANGE DUE\$ 3.04

How'd we do? Get a free cookie.  
Take 1 min. survet at www.tells subway.com

*7.00*  
*7.42*

6

199

BUY ONE GET ONE FREE QUARTER POUNDER  
W/CHEESE OR EGG MCMUFFIN  
Go to [www.mcdvoice.com](http://www.mcdvoice.com) within 7 days  
and tell us about your visit.

Validation Code: \_\_\_\_\_  
Expires 30 days after receipt date.  
Valid at participating US McDonald's.  
250 BLYTHEWOOD RD  
BLYTHEWOOD  
SC  
29016  
!!! THANK YOU !!!  
TEL# 803 735 1112 Store# 11232

# Publix

Gervais Place  
501 Gervais Street  
Columbia, SC 29201  
Store Manager: Mark Brannock  
803-255-4351

7

DELI 7 LAYER SALAD 6.79 t F  
STBRY GLZD PECAN S *Luise* 7.49 t F

Order Total 14.28  
Regular Tax 0.00  
Food Tax 0.29  
Grand Total 14.57  
Cash 20.00  
Change 5.43

Your cashier was CoCo

01/27/2015 12:19 S1095 R108 2477 C0262

Love to shop here. Love to save here.  
Visit [publix.com/save](http://publix.com/save)

Publix Super Markets, Inc.

KS# 1 Jan.26'15 (Mon) 09:22

KVS Order 99

QTY ITEM	TOTAL
2 S Coffee	2.00
Subtotal	2.00
Tax	0.20
Take-Out Total	2.20
Cash Tendered	20.00
Change	17.80

1.10

McDonald's Restaurant

8

Welcome to Chick-fil-A  
Orangeburg FSU (#02843)  
Orangeburg, SC  
(803) 534-7676  
Operator: Wayne Murphy  
CUSTOMER COPY  
1/28/2015 9:54:00 AM  
DRIVE THRU

Order Number: 1947730

2 Ckn Minis 3ct 4.58  
2 Coffee LG 4.18  
3 + Half&Half

Sub. Total: \$8.76  
Tax: \$0.61  
Total: \$9.37

4.69  
Linda

Change \$0.63  
Next Dollar \$10.00

Register:2 Tran Seq No: 1947730

Cashier: Sherina  
Let Chick-fil-A cater your next event!  
At the office, special occasions, family  
gatherings, or school to name a few.  
<http://www.chick-fil-a.com/orangeburg>

9



7.48  
48  
7.93

Steak 'n Shake No: 4604605

TBL 65 PTY 2

Name: Angela D 1/28/2015 12:53:29 PM  
SEAT: 1

1 Db1ChsBrg FF *Linda* 3.99  
1 Rg Choc CovStrw 3.49  
1 Db1ChsBrg FF 3.99  
Tax: 0.69 Total: 12.16

SEAT: 2

1 Reg Choc Shk 2.99  
Tax: 0.18 Total: 3.17

SubTotal 14.46  
Tax 0.87  
Total 15.33

\*\*\*\*\*

NEW 1/2 Price HAPPIER Hour!!!

Extra Hours!!

All Shakes and Drinks

Weekdays 2-5 PM & AM

\*\*\*\*\*

THANK YOU FOR VISITING

Tell Us About Your Experience

1-877-STK-N-SHK (1-877-785-6745)

To contact this store

Call (912)261-9490

Join our eClub at [www.steaknshake.com](http://www.steaknshake.com)  
to receive the latest news, promotions  
and special offers!!!

Customer Receipt

Order: 649  
Server: John

Bedder Bedder & Moore  
3501 S Tryon St  
Charlotte, NC 28217

Delivery 1/26/2015  
Time Ordered 11:38 am

10

Bedder Bedder & Moore  
3501 S Tryon St  
Charlotte, NC 28217

Number: 244417

Contact: sl

CAROLINA WATER SERVICE

CAROLINA WATER SERVICE  
5701 WEST PARK DR  
(704) 525-7990  
shauna shauna

CAROLINA WATER SERV

Paying with Credit Card

- 1 ~~842~~ Chicken Ranch Wrap 8.49
- 1 ~~851~~ Egg Salad Pita 8.49  
GLENDA
- 1 ~~851~~ Egg Salad Pita 8.49  
INGRID
- 1 ~~899~~ 1/2 Egg Salad 8.49  
~~899~~ 1/2 Egg Salad  
SHONA
- Side Choice
- Add Soup
- 1 ~~81~~ Cracker 8.49  
VANESSA
- 1 ~~823~~ Philly Cheese Steak 8.49  
JESSICA
- 1 ~~345~~ Cali Style Reuben 8.49  
LINDA
- 1 Delivery Charge 2.50
- 1 Processing Fee 2.00

Item Count: 8  
Entrees: 11  
Drinks: 0  
Desserts: 0

Prep NOW

Sub Total 63.93  
Tax 4.90

Amount Due 0.00

Total Amount 68.83

CREDIT CARD SALE

Card Number: xxxxxxxxxxxx  
Date: 01/26/2015 11:39 am  
Auth Code: 008734  
Cashier: JTO  
Order: Order: 340825  
Table:  
Server: JTO

SUB TOTAL: \$68.83

Tip: 10.00

Total: 78.83

*Linda Schwauf*

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

\*\*\*\* Merchant Copy \*\*\*\*

Signature

Print

Zip Code

Me

Batch \_\_\_\_\_  
 Doc 666116

**Employee Travel and Business Expense Reimbursement Form**



Employee Name: Linda Schnauffer  
 Business Unit: 102106

**ACCOUNTING USE**

	Object Code	Amount
1.	102106.5660	\$ 78.83
2.	102106.6195	202.46
3.	102106.6200	28.63
4.	102106.6215	71.50
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14.		
15.		
16.		
17.		
18.		
19.		
20.		
		\$ 381.42

**EMPLOYEE USE**

EXPENSE SUMMARY	
Total expenses	\$ 381.42
Less cash advances	-
Less amounts charged on corporate credit card	-
Net amount due employee	\$ 381.42

MILEAGE REIMBURSEMENT CALCULATOR	
Miles driven	-
IRS mileage rate	\$ 0.575
Mileage reimbursement	\$ -

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

**PURPOSE OF EMPLOYEE TRAVEL**  
 Visit and development of the Charlotte CS team.  
 Assistance/training with Nettie and attend SC open house of new office.

RECEIVED  
 FEB 2 5 2015

RECEIVED  
 FEB 2 5 2015

*Handwritten initials and date: 2-25-15*

Digitally signed by Jim Devine  
 DN: cn=Jim Devine, o=Utilities, Inc, ou=Shared Services, email=jpdevine@uiwater.com, c=US  
 Date: 2015.02.17 13:14:37 -06'00'

**Jim Devine**

*Linda Schnauffer* 2/4/2015

Approved By

Date

Employee Signature

Date



**Employee Travel and Business Expense Reimbursement Form**



Employee Name:	Linda Schnauffer
Business Unit:	102106

Date	Type of Expense	Vendor	Description	BU or Project Code	Object Code	Amount
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2. 01/25/15	Fuel	7-Eleven	Fuel for rental car	102106	6215	25.24 ✓
3. 01/26/15	Fuel	Exxon	Fuel for rental car	102106	6215	24.76 ✓
4. 01/28/15	Fuel	Exxon	Fuel for rental car	102106	6215	21.50 ✓
5. 01/25/15	Meals-lunch	Subway Sandwiches	Lunch	102106	6200	7.42 ✓
6. 01/26/15	Meals-breakfast	McDonalds	Coffe	102106	6200	1.10 ✓
7. 01/27/15	Meals-lunch	Publix	Lunch	102106	6200	7.49 ✓
8. 01/28/15	Meals-breakfast	Chick-fil-A	Breakfast	102106	6200	4.69 ✓
9. 01/28/15	Meals-lunch	Steak n Shake	Lunch	102106	6200	7.93 ✓
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25.						
26.						
27.						
28.						
29.						
30.						
<b>Total</b>						<b>381.42</b>

1



**THE HERTZ CORPORATION**

Phone: 800-654-4173  
Fax:  
Web: www.hertz.com

**Direct All Inquiries To:**

THE HERTZ CORPORATION  
PO BOX 26120  
OKLAHOMA CITY, OK 73126-0120

LINDA SCHNAUFER  
HERTZ FIFTY PLUS



REPRINT

Rental Agreement No: 113523292  
Invoice Date: 02/01/2015  
Document: 915000186425  
Renter: LINDA SCHNAUFER  
Account No.: \*\*\*\*\*  
MC  
CDP No.: 2007815  
CDP Name: HERTZ FIFTY PLUS

RENTAL REFERENCE

Rental Agreement No: 113523292  
Reservation ID: G4594426057

RENTAL DETAILS

Rate Plan: IN: MCLW5 OUT: MCLW5  
Rented On: 01/24/2015 08:02 LOC# 559813  
APOKA, FL  
Returned On: 01/29/2015 08:02 LOC# 559813  
APOKA, FL  
Car Description: SIR IMPALA 5P3N 759LYZ  
Veh. No.: 9448788  
CAR CLASS Charged: D MILEAGE In: 3,017  
Rented: F Out: 1,954  
Reserved: D Driven: 1,063

MISCELLANEOUS INFORMATION

CC AUTH: 000243 DATE: 2015/01/24 AMT: 415.00  
CC AUTH: 009657 DATE: 2015/01/31 AMT: 69.00

**Direct All Inquiries To:**

THE HERTZ CORPORATION  
PO BOX 26120  
OKLAHOMA CITY, OK 73126-0120  
UNITED STATES

Phone: 800-654-4173  
Web: www.hertz.com

RENTAL CHARGES

WEEKS 1 @ 140.00 140.00  
SUBTOTAL 140.00  
DISCOUNT 10.00% -14.00  
UPGRADE 50.00  
SUBTOTAL 176.00  
VEHICLE LICENSE FEE 2.46  
MOTOR VEHICLE LEASE TAX 10.15  
ENERGY SURCHARGE 1.49  
TAX 6.50% 12.36  
AMOUNT DUE 202.46 USD

THANK YOU FOR RENTING FROM HERTZ  
ALL CHARGES HAVE BEEN BILLED TO YOUR ACCOUNT.

AMOUNT BILLED TO ACCOUNT: 202.46 USD

2

\*\*\* DUPLICATE RECEIPT \*\*\*

7-Eleven #34778  
2229 E Semoran Blvd  
Apopka, FL 32703  
407-884-9109

Sale  
#REN BAL \$ 24.76  
Auth #  
Inv # PP62104  
9755927  
Date 01/25/15 10:47  
7-ELEVEN 34778  
APOPKA FL  
Pump # 7 Regular  
Gallons .... 13.017  
Price/Gal ... 1.939  
Fuel Sale ... \$ 25.24

THANK YOU FOR  
CHOOSING MOBIL

3

**EXXON EXPRESS PAY**

SHARPE SHOP  
FG45114638801  
230 BLYTHEWOOD RD  
BLYTHEWOOD , SC  
29016  
01/26/2015 29254167  
09:18:25 AM

XXXXXXXXXXXXXXXXXXXX  
ExxonMobil G  
07675010196\$05000\$  
INVOICE 065869  
AUTH 002476

PUMP# 4  
Regular CR 12.2036  
PRICE/GAL \$2.029

DISCOUNTS BEFORE  
FUELING  
Disc Gro/GAL \$-0.060

FUEL TOTAL \$ 24.76

CREDIT \$ 24.76

Customer-activated Purchase/Capture  
Site #: 0600099004210640  
Shift Number 1  
Sequence Number 61297  
APPROVED 065866  
Card Balance \$0000.00

4

3692 St. Matthews Rd.  
Orangeburg SC 29115

**EXXON EXPRESS PAY**

ORANGEBURG EXXON  
FG45120064001  
3692 ST MATTHEWS RD  
ORANGEBURG , SC  
29115  
01/28/2015 137903136  
09:49:45 AM

XXXXXXXXXXXXXXXXXXXX  
ExxonMobil G  
07675010196\$05000\$  
INVOICE 055261  
AUTH 005000

PUMP# 6  
Regular CR 11.0886  
PRICE/GAL \$1.939

FUEL TOTAL \$ 21.50

CREDIT \$ 21.50

Customer-activated Purchase/Capture  
Site #: 0600099004210640  
Shift Number 1  
Sequence Number 61297  
APPROVED 065866  
Card Balance \$0628.56

5

**SALE RECEIPT**

Store #14691 tko 01/25/15 14:02:12  
Subway Sandwiches & Salads  
5008 New Jesup Hwy  
Brunswick Ga 31525  
912-261-8555  
Trans# 36 Clerk 6 Kelvin  
Dwr1 TRDT 012515 Reg-ID REG-MAIN

Receipt # 0000496882  
--- ITEM --- QTY PRICE MEMO PLU  
TUNA-MD fr 1 T \$ 9.00 11717  
TURHAM-MD 6r 1 T \$ 7.00 10824  
SUBTOTAL \$ 16.00  
Sales Tx \$ 0.96  
TAKE-OUT \*\*TOTAL \$ 16.96  
Cash AMT TEND \$ 20.00  
CHANGE DUE\$ 3.04

*Handwritten:*  
7.00  
7.42

How'd we do? Get a free cookie.  
Take 1 min. survet at www.tellsbway.com

6

199

BUY ONE GET ONE FREE QUARTER POUNDER  
W/CHEESE OR EGG MCMUFFIN  
Go to [www.mcdvoice.com](http://www.mcdvoice.com) within 7 days  
and tell us about your visit.

Validation Code: \_\_\_\_\_  
Expires 30 days after receipt date.  
Valid at participating US McDonald's.  
250 BLYTHEWOOD RD  
BLYTHEWOOD  
SC  
29016

!!! THANK YOU !!!  
TEL# 803 735 1112 Store# 11232

# Publix

Gervais Place  
501 Gervais Street  
Columbia, SC 29201  
Store Manager: Mark Brannock  
803-255-4351

7

DELI 7 LAYER SALAD 6.79 t F  
STBRY GLZD PECAN S *Save* 7.49 t F

Order Total 14.28  
Regular Tax 0.00  
Food Tax 0.29  
Grand Total 14.57  
Cash 20.00  
Change 5.43

Your cashier was CoCo

01/27/2015 12:19 S1095 R108 2477 C0262

Love to shop here. Love to save here.  
Visit [publix.com/save](http://publix.com/save)

Publix Super Markets, Inc.

KS# 1 Jan.26'15 (Mon) 09:22

KVS Order 99

QTY ITEM	TOTAL
2 S Coffee	2.00
Subtotal	2.00
Tax	0.20
Take-Out Total	2.20
Cash Tendered	20.00
Change	17.80

1.10

McDonald's Restaurant

8

Welcome to Chick-fil-A  
Orangeburg FSU (#02843)  
Orangeburg, SC  
(803) 534-7676

Operator: Wayne Murphy  
CUSTOMER COPY  
1/28/2015 9:54:00 AM  
DRIVE THRU

Order Number: 1947730

2 Ckn Minis 3ct 4.58  
2 Coffee LG 4.18  
3 + Half&Half

Sub. Total: \$8.76  
Tax: \$0.61  
Total: \$9.37

4.69  
Linda

Change \$0.63  
Next Dollar \$10.00

Register:2 Tran Seq No: 1947730

Cashier:Sherina

Let Chick-fil-A cater your next event!  
At the office, special occasions, family  
gatherings, or school to name a few.  
<http://www.chick-fil-a.com/orangeburg>



7.48  
.46  
7.93

Steak 'n Shake No:4604605

TBL 65 PTY 2

Name: Angela D 1/28/2015 12:53:29 PM

SEAT: 1

1 Db|ChsBrg FF *Linda* 3.99  
1 Rg Choc CovStrw 3.49  
1 Db|ChsBrg FF 3.99  
Tax: 0.69 Total: 12.16

SEAT: 2

1 Reg Choc Shk 2.99  
Tax: 0.18 Total: 3.17

SubTotal 14.46  
Tax 0.87  
Total 15.33

\*\*\*\*\*

NEW 1/2 Price HAPPIER Hour!!!  
Extra Hours!!

All Shakes and Drinks  
Weekdays 2-5 PM & AM

\*\*\*\*\*

THANK YOU FOR VISITING

Tell Us About Your Experience

1-877-STK-N-SHK (1-877-785-6745)

To contact this store

Call (912)261-9490

Join our eClub at [www.steaknshake.com](http://www.steaknshake.com)  
to receive the latest news, promotions  
and special offers!!!

Customer Receipt

Order: 649  
Server: John

Bedder Bedder & Moore  
3501 S Tryon St  
Charlotte, NC 28217

10

Bedder Bedder & Moore  
3501 S Tryon St  
Charlotte, NC 28217

Delivery 1/26/2015  
Time Ordered: 11:38 am

Number: 244417

Contact: sl

CAROLINA WATER SERVICE

CAROLINA WATER SERVICE  
5701 WEST PARK DR  
(704) 525-7990  
shauna shauna

CAROLINA WATER SERV

Paying with Credit Card

- 1 ~~842~~ Chicken Ranch Wrap 8.49
- 1 ~~851~~ Egg Salad Pita 8.49  
GLENDIA
- 1 ~~851~~ Egg Salad Pita 8.49  
INGRID
- 1 ~~899~~ 1/2 Egg Salad 8.49  
~~899~~ 1/2 Egg Salad  
SHONA
- Side Choice
- Add Soup
- 1 ~~81~~ Cracker 8.49  
VANESSA
- 1 ~~823~~ Philly Cheese Steak 8.49  
JESSICA
- 1 ~~848~~ Cab Style Reuben 8.49  
LINDA
- 1 Delivery Charge 2.50
- 1 Processing Fee 2.00

CREDIT CARD SALE

Card Number: xxxxxxxxxxxx  
Date: 01/26/2015 11:39 am  
Auth Code: 008734  
Cashier: JTO  
Order: Order: 340825  
Table:  
Server: JTO

SUB TOTAL: \$68.83

Tip: 10.00

Total: 78.83

*Linda Schwauf*

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

Sign

Print

Zip Code

\*\*\*\* Merchant Copy \*\*\*\*

Mei

Item Count: 8  
Entrees: 11  
Drinks: 0  
Desserts: 0

Prep NOW

Sub Total 63.93  
Tax 4.90

Amount Due 0.00

Total Amount 68.83

## Phyllis Luppino

---

**From:** Jim Devine  
**Sent:** Tuesday, February 17, 2015 1:15 PM  
**To:** Phyllis Luppino  
**Subject:** approved expense report  
**Attachments:** LSchnauffer\_Expense Rpt\_02042015.pdf

Batch

Doc 6179968

Employee Travel and Business Expense Reimbursement Form

Utilities, Inc.

Employee Name: Linda Schnauffer  
Business Unit: 102106

ACCOUNTING USE

	Object Code	Amount
1.	102106.5660	\$ 60.94
2.	102106.6185	379.12
3.	102106.6195	226.82
4.	102106.6200	182.65
5.	102106.6207	102.00
6.	102106.6215	81.36
7.		
8.		
9.		
10.		
11.		
12.		
13.		
14.		
15.		
16.		
17.		
18.		
19.		
20.		
		\$ 1,032.89

EMPLOYEE USE

**EXPENSE SUMMARY**

Total expenses	\$ 1,032.89
Less cash advances	-
Less amounts charged on corporate credit card	-
Net amount due employee	\$ 1,032.89

MILEAGE REIMBURSEMENT CALCULATOR

Miles driven	-
IRS mileage rate	\$ 0.575
Mileage reimbursement	\$ -

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

PURPOSE OF EMPLOYEE TRAVEL

Training and development of CS Supervisor and Collections Supervisor located in NV call center. Establish rapport among staff.

RECEIVED  
APR 29 2015

Handwritten notes: 12-20-15, H-20-15

Linda Schnauffer  
Employee Signature

4/27/2015

Date

4/28/2015  
Date

Approved By



## Employee Travel and Business Expense Reimbursement Form



Employee Name:	Linda Schnauffer
Business Unit:	102106

Date	Type of Expense	Vendor	Description	Major Project Code	Object Code	Amount
1. 04/19/15	Meals-dinner	Big Sur Oyster Bar	Dinner	102106	6200	22.89 ✓
2. 04/20/15	Meals-breakfast	Starbucks	Breakfast	102106	6200	6.59 ✓
3. 04/20/15	Meals-lunch	Mom's Café	Lunch	102106	6200	12.63 ✓
4. 04/20/15	Meals-dinner	Coronado Café	Dinner	102106	6200	16.52 ✓
5. 04/21/15	Meals-breakfast	Starbucks	Breakfast	102106	6200	6.92 ✓
6. 04/21/15	Meals-lunch	KFC	Lunch	102106	6200	5.41 ✓
7. 04/21/15	Meals-dinner	Café St. Louis	Dinner	102106	6200	21.69 ✓
8. 04/22/15	Meals-breakfast	Starbucks	Breakfast	102106	6200	6.00 ✓
9. 04/22/15	Meals-dinner	Symphony's Restaurant	Dinner	102106	6200	37.89 ✓
10. 04/23/15	Meals-breakfast	Starbucks	Breakfast	102106	6200	4.92 ✓
11. 04/23/15	Employee recognition	Capriotti's Sandwich	Lunch for NV staff	102106	5660	60.94 ✓
12. 04/23/15	Meals-dinner	Baja Miguels	Dinner	102106	6200	20.00 ✓
13. 04/24/15	Meals-breakfast	Coffee Bean & Tea	Breakfast	102106	6200	10.88 ✓
14. 04/24/15	Meals-other	Fresh Market on the Go	Water and fruit juice	102106	6200	10.31 ✓
15. 04/24/15	Fuel	Terrible Herbst #2	Fuel	102106	6215	39.29 ✓
16. 04/24/15	Fuel	Budget Car Rental	Fuel	102106	6215	42.07 ✓
17. 04/24/15	Car rental	Budget Car Rental	Weekly car rental - 4/19 to 4/24	102106	6195	226.82 ✓
18. 04/24/15	Lodging	South Point	Lodging 4/19 through 4/23	102106	6185	379.12 ✓
19. 04/24/15	Parking	Orlando Int'l Garage	Parking of personal vehicle during NV travel	102106	6207	102.00 ✓
20.						
21.						
22.						
23.						
24.						
25.						
26.						
27.						
28.						
29.						
30.						

**Total** 102106

Dinner

1

South Point Hotel & Casino  
9777 Las Vegas Blvd. S.  
Las Vegas, NV 89183

4/19/2015 18:36

Big Sur Oyster Bar

Check: 2133730 Table: 54



Server: Beth Guests: 2  
Terminal: 213

REGULAR

1 Soft Drink	2.95	
1 Seafood Diavolo	33.00	Tx 1.45
1 Fish Sliders	15.00	17.95
		19.40

Subtotal	50.95	Tip 3.49
Tax	4.13	
Total	55.08	22.89

Tip \_\_\_\_\_  
Total \_\_\_\_\_

Room# \_\_\_\_\_ Print Name \_\_\_\_\_

X  
Signature \_\_\_\_\_  
www.southpointcasino.com  
702-796-7111  
\*\*\*THANK YOU\*\*\*

Breakfast

2

STARBUCKS Store #2780  
8164 S. Las Vegas Blvd.  
Las Vegas, NV (702) 896-6642

CHK 712416

04/20/2015 08:03 AM

1912335 Drawer: 1 Reg: 1

Gr Cappuccino	3.65
Dry	
Blueberry Muffin	2.45
Cash	10.00

Subtotal	\$6.10
Tax 8.1% Food & Beverage	\$0.49
Total	\$6.59

Change Due \$3.41

Check Closed  
04/20/2015 08:03 AM

New members get a FREE DRINK  
Join our loyalty program  
Sign up for email rewards  
visit Starbucks.com/rewards  
or download our app  
at participating stores  
some restrictions apply  
My Starbucks Rewards (R)

lunch

Dinner

South Point Hotel & Casino  
9777 Las Vegas Blvd. S.  
Las Vegas, NV 89183  
4/20/2015 20:17

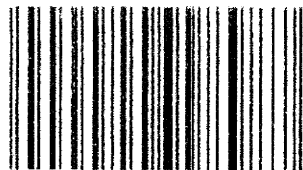
\*\*\*\*\*  
\* YOUR RECEIPT \*  
\* THANK YOU \*  
\*\*\*\*\*

03-29-82 NC #:0000  
DEPT 1 #28.98

**TOTAL** #28.98  
CASH #28.98

AM 5-36 0036

Coronado Cafe  
Check: 2499898 Table: 14



Server: TriQuoc Guests: 2  
Terminal: 241

4

REGULAR  
1 Chicken Wings 7.45  
Mild  
1 Orchard Salad AF 1.95  
1 Georges Salad 2.95  
1 ALLERGY ALERT 0.00  
Eggs  
2 No Beverage 0.00  
@ 0.00

12.95  
Tax 1.05  
14.00  
Tip 2.52  
16.52

Subtotal 32.95  
Tax 2.62  
Total 34.97

CASH 50.00  
Change 15.03

GRAND TOTAL 34.97

T241 C874955 4/20/2015 20:52

www.southpointcasino.com  
\*\*\*THANK YOU\*\*\*  
PLEASE PAY CASHIER

3

# GUEST CHECK™

Date	Table	Guests	Server
	3	2	23164

Tina Delt	76.5
Spee	79.5
tea	3.90
Zach	19.50
	1.98
	20.98
	Tax
	Total

7.95  
1.95  
9.90  
tax .80  
10.70  
Tip 1.93  
12.63

Monogram G3622-MGRM reader #120383 MADE IN THE USA

### Guest Receipt

Date	Amount	Guests
4/20	28.98	2

5

Breakfast

STARBUCKS Store #2780  
8164 S. Las Vegas Blvd.  
Las Vegas, NV (702) 896-8642

CHK 720347  
04/21/2015 07:48 AM  
1181441 Drawer: 1 Reg: 1

Scone Blueberry Wanned	2.45
Vt Cappuccino	3.95
Cash	10.00
Subtotal	\$6.40
Tax 8.1% Food & Beverage	\$0.52
Total	\$6.92
<b>Change Due</b>	<b>\$3.08</b>

Check Closed  
04/21/2015 07:48 AM

New members get a FREE DRINK  
Join our loyalty program  
Sign up for email rewards  
visit Starbucks.com/rewards  
or download our app  
at participating stores  
some restrictions apply  
My Starbucks Rewards (R)

6

\*\*\*\*\*  
KFC

lunch

Restaurant #E156009  
1540 E. Highway 372  
Pahrump  
(775)751-6400

Ticket #4122

2015-04-21 1:31 PM  
E156009 4 44 4122

Cashier: Sarah

POTPIE CMB CKIE	5.00	5.00
+ Md Pepsi Drink	<u>TX 41</u>	
+ ChocC Ckie	5.41	

3P ML OR B/W	8.19
2 Breast	
Wing	
+ Sm CSLaw	
+ Sm Msh/Grvy	
+ Biscuit	
ADD A MD DRINK	1.00
+ Md Pepsi Drink	

Tax	1.08
EAT IN	415.27
\$20 CASH	420.00
Change	54.73

Thank You

Please Come Again Soon

7

Denver

Cafe St Louis  
Paris Las Vegas  
4/21/2015 19:43

04/21/15 20:38

SALES DRAFT

Cafe St Louis - Pari  
Check: 4114179 Table: 106  
Server: Jennifer Guests: 2  
Terminal: 410

Cafe St Louis - Pari  
Address  
City, State Zip Code  
Phone Number

Regular

1 Le Rosbif 17.00  
1 Croque Madame 16.00  
1 No Beverage 0.00  
1 No Beverage 0.00

MERCH ID: 484790  
CASHIER: Jennifer  
TERMINAL: 411

Subtotal 33.00  
Tax 2.67  
Total 35.67

Master Card

NAME: SCHNAUFER/LINDA H  
NUMBER: XXXXXXXXXXXX  
EXPIRE: XX/XX  
AUTH: 000141  
AMOUNT: 35.67

CHECK: 4114179  
TABLE: 106

TOTAL: 35.67

GRATUITY: 6.50

TOTAL: 42.17

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

X \_\_\_\_\_  
SIGNATURE

Customer Copy

2015-04-22 03:38:04 000141 114492

TIP: \_\_\_\_\_ 17.00  
Tx 1.38  
18.38  
TOTAL: \_\_\_\_\_ Tip 3.31  
21.69

\_\_\_ CAESARS \_\_\_ FLAMINGO  
\_\_\_ PARIS \_\_\_ BALLY'S  
\_\_\_ RIO \_\_\_ QUAD  
\_\_\_ HARRAH'S \_\_\_ PLANET HW

X \_\_\_\_\_  
ROOM#

X \_\_\_\_\_  
NAME (PRINT)

X \_\_\_\_\_  
SIGNATURE

Dine at Paris or  
Bally's and charge  
to your hotel account

Breakfast (8)

STARBUCKS Store #2780  
8164 S. Las Vegas Blvd.  
Las Vegas, NV (702) 896-6642

CHK 718920  
04/22/2015 07:38 AM  
1181441 Drawer: 1 Reg: 1

Banana Whole Fruit 1.00  
Cranbry Orng Scone 2.45  
Gr Pike Place 2.10  
Cash 6.00

Subtotal \$5.55  
Tax 8.1% Food & Beverage \$0.45  
Total \$6.00  
Change Due \$0.00

Check Closed  
04/22/2015 07:38 AM

New members get a FREE DRINK  
Join our loyalty program  
Sign up for email rewards  
visit Starbucks.com/rewards  
or download our app  
at participating stores  
some restrictions apply  
My Starbucks Rewards (R)

(9)

Dinner

Pahrump Valley Winery  
& Symphony's Restaurant  
3810 Winery Rd, Pahrump 89048  
775-751-7800 / 800-368-9463

TABLE # P11  
TABLE # P11  
CHECK# 117714.1  
Closed to Credit Card

29.70  
TX 2.41  
32.11  
Tip 5.78  
37.89

DATE/TIME: 4/22/2015 6:05:57 PM  
SERVER: Pearl  
STATION: 08  
PARTY SIZE: 2

1 TEA RASPBERRY\* \$2.75  
1 TEA ICE\* \$2.75  
1 FILET SMALL\* \$26.95  
1 SCAMPI DINNER\* \$19.95

Subtotal \$52.40  
Tax \$3.98  
Total before tip: \$56.38

Tip amount: 10.00  
Grand total: 66.38

Credit \$56.38

CREDIT CARD PURCHASE \$56.38  
Card Type: Master Card  
\*\*\*\*\* XX/XX  
Name: SCHNAUFER, B.  
Transaction Type: PRE-AUTH  
Ref Num: 1  
Auth Code: 000892

Card Entry Method : Swiped  
Successful transaction: The  
transaction completed successfully.

Opened: 4/22/2015 5:09:54 PM

"Bringing Gold to the Silver State"  
Over 400 National Wine Awards since 2005  
Enjoy dining by the vines at Symphony's  
WWW.PAHRUMPWINERY.COM

Breakfast (10)

Lunch for NV Staff (11)

STARBUCKS Store #2780  
8164 S. Las Vegas Blvd.  
Las Vegas, NV (702) 896-6642

Capriotti's Sandwich Shop  
681 S. Highway 160  
Pahrump, NV 89048  
(775) 751-3354

SARAH

CHK 722204  
04/23/2015 07:59 AM  
2062351 Drawer: 1 Reg: 1

Host: Lacey 04/23/2015  
SARAH 11:36 AM  
10001

Gr Pike Place 2.10  
Blueberry Muffin 2.45  
Cash 10.00  
Subtotal \$4.56  
Tax 8.1% Food & Beverage \$0.37  
Total \$4.92  
Change Due \$5.08

The Sampler Sm 42.99  
Catering Bobbie  
Catering Italian  
Catering Turkey  
Cookie Tray 12.99

Check Closed  
04/23/2015 07:59 AM

New members get a FREE DRINK  
Join our loyalty program  
Sign up for email rewards  
visit Starbucks.com/rewards  
or download our app  
at participating stores  
some restrictions apply  
My Starbucks Rewards (R)

\*\*\*\*\*  
\* GET \$3 CAPRIOTTI'S CASH TO PUT TOWARDS  
\* YOUR NEXT SUB/SALAD AT THIS CAPRIOTTIS  
\*  
\* TELL US ABOUT YOUR EXPERIENCE  
\* BY VISITING WWW.TELLCAPRIOTTIS.COM  
\* IN THE NEXT 3 DAYS  
\*  
\* ENTER SURVEY CODE:

| 113 004 000 037 212 |

\*  
\* VALIDATION CODE: \_\_\_\_\_  
\*  
\* EXPIRES 30 DAYS FROM DATE ON RECEIPT  
\* NOT VALID WITH OTHER OFFERS  
\*  
\* CAPRIOTTI'S CASH HAS NO MONETARY VALUE  
\* AND CANNOT BE REDEEMED FOR REAL MONEY  
\*  
\*\*\*\*\*CAPRIOTTI'S RESERVES ALL RIGHTS\*\*\*\*

Subtotal 55.98  
Tax 4.26

Phone PickUp Total  
60.24

Cash 70.00

Change 9.76

\*\*\* Thank You \*\*\*  
Please Come Again  
capriottis.com  
facebook.com/capriottis

12

04/23/15 *Dinner* 19:49  
SALES DRAFT

South Point Hotel & casino  
9777 Las Vegas Blvd South  
Las Vegas, NV 89183  
(702) 796-7111

MERCH ID: 8015312047  
CASHIER: Alejan  
TERMINAL: 233 Baja Migu

MASTER CARD

NAME: SCHNAUFER/BERK  
NUMBER: XXXXXXXXXXXX  
EXPIRE: XX/XX  
AMOUNT: 34.48

15.95  
Tx 1.29  
17.24  
Tip 2.74  
20.00

CHECK: 2335251  
TOTAL: 34.48

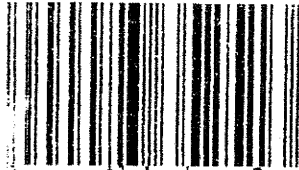
Tip: 5.52  
TOTAL: 40.00

X \_\_\_\_\_  
SIGNATURE

Customer Copy

South Point Hotel & Casino  
9777 Las Vegas Blvd. S.  
Las Vegas, NV 89183  
4/23/2015 19:04

Baja Miguels  
Check: 2335251 Table: 47



Server: Alejandro Guests: 2  
Terminal: 233

REGULAR

1 Carnitas 15.95  
Refried Beans  
1 Chile Verde 15.95  
Refried Beans

Subtotal 31.90  
Tax 2.58  
Total 34.48

Tip \_\_\_\_\_  
Total \_\_\_\_\_

Room# \_\_\_\_\_ Print Name \_\_\_\_\_

X \_\_\_\_\_  
Signature

www.southpointcasino.com  
\*\*\*THANK YOU\*\*\*  
PLEASE PAY YOUR SERVER



Breakfast (13)

water/juice (14)

Coffee Bean & Tea Leaf #01  
McCarran Airport

373

FRESH MARKET ON THE GO #21  
MCCARRAN AIRPORT  
LAS VEGAS, NV 89119

70010 ALBERTO

CHK 2 APR24'15 9:37AM

Host: Sandra 04/24/2015  
373 8:22 AM  
10198

traditional 2.89  
12oz  
traditional 2.89  
12oz  
Blueberry Muffins 3.59  
Cheese Jalapeno Bagel 3.59  
Trail Mix 3.59

Subtotal 16.55  
Tax 1.34  
Dine In Total 10.88  
M/C #XXXXXXXXXXXX [redacted] 17.89  
Auth:001747

\*\*\* Thank You \*\*\*  
Please Come Again  
\*\*\*\*\*  
5757 Wayne Newton Blvd  
Las Vegas, NV 89119  
702-261-6040

--- Check Closed ---

RETAIL 433  
1 SMART WATER 200Z 4.59  
RETAIL 6155  
1 NKD RED MCHN 15. 5.29  
FOOD 9.88  
TAX 0.43  
TOTAL PAID 10.31  
CASH 20.00  
CHANGE DUE 9.69

Terrible Herbst #2  
3322 Blue Diamond  
STN 00225681  
24/22/15 27:31:53

E/MASTERCARD  
XXXXXXXXXXXX [redacted]  
Invoice# 0142723  
Auth# 224323

Pump#: 6  
13.5473 @ 2.879/3  
Unle/Self \$ 39.23  
Total \$ 39.23

Learn how to  
EARN REWARDS  
with a Chevron  
or Texaco  
Credit Card  
See application  
for details

Keep Receipt 2 WIND  
Enter Online At  
TERRIBLE-HERBST.COM

(15)

Fuel

RENTAL AGREEMENT NUMBER 584835904

RECEIPT

YOUR INFORMATION

Customer Name : SCHNAUFER, LINDA  
Budget Corp Disc. : SOUTHWEST RAPID RWRDS  
Methods Of Payment : MASTER

YOUR VEHICLE INFORMATION

Budget Car Num : 1 2 7 6 9 6 3 2  
Plate Number : NV TEMP9632  
Veh Grp Charged : Intermediate SUV  
Veh Grp Rented : Intermediate SUV  
Veh Description : RED KIA SPORTAGE 4WD  
Total Driven : 676 MIs Odometer In: 843 MIs  
Fuel Gauge Reading: Full

YOUR RENTAL

Pickup Date/Time : APR 19, 2015@04:35 PM  
Pickup Location : 7135 GILESPIE  
LAS VEGAS, NV, 89119, US

Return Date/Time : APR 24, 2015@07:36 AM  
Return Location : 7135 GILESPIE  
LAS VEGAS, NV, 89119, US

YOUR VEHICLE CHARGES:

MIN 99 HRS MAX 14 DAY		
RATE CHART	TIME AND MILEAGE	
MIs : Unlimited		
HRLY : 24.51		
DAILY: 49.00		
AD DY: 49.00		
WKLY.: 148.23	1WK@ 148.23=	148.23
MNTLY:		
Time & Mileage:		148.23
TAXABLE FEES		
VEH LICENSE RECOUP 1.59 /DY	+	7.95
Subtotal Charges:		156.18
Sales Tax 8.100%	+	12.65
NON TAXABLE ITEMS		
10.00% Concession Recovery Fee	+	19.83
CUSTOMER FACILITY CHG 3.75 /D	+	18.75
COUNTY SURCHARGE % 2.00	+	3.80
STATE SURCHARGE %10.00	+	15.61
Gas Service Option	+	42.07
Your Total Charges Paid:		268.89
Prepayment :		.00
NET CHARGES:	USD	268.89
Your Total Due:		0.00

YOUR OPTIONAL PRODUCTS/SERVICES

ADR 0.00/DAY

268.89  
 - 42.07 (16)  


---

 Rental 226.82 (17)  
 - Fuel

---NOTICES--BUDGET SYSTEM LICENSEE---NOTICES--BUDGET SYSTEM LICENSE---NOTICES--BUDGET SYSTEM LICENSEE---NOTICES---

I agree to the rental charges above. I acknowledge additional charges could be added based on tolls, tickets, fines administrative charges and other fees which may be applicable. X \_\_\_\_\_

Thank you for renting with Budget.

If you have questions regarding this rental, call us at 702-736-1212

This vehicle was rented to you by JAIME

This vehicle was checked in for you by MIRIAM



9777 Las Vegas Blvd South | Las Vegas, NV 89183  
 Phone: (702)796-7111 Toll Free: (866)796-7111 Fax: (702)797-8041  
 SouthPointCasino.com

18 Lodging

Name: LINDA SCHNAUFER  
 Address: 200 WEATHERSFIELD AVENUE  
 ALTAMONTE SPRIN FL 32714

Resv 421121883557  
 Room #: SP 2153  
 Arrival Date: 04/19/2015  
 Departure Date: 04/24/2015  
 Group Code:  
 Guests 2

Date	Reference	Description	Charges	Balance
04/19/2015		APPLIED DEPOSIT *****9781	77.28-	
04/19/2015		RESORT FEE RESORT FEE (TAX INCLUDED)	14.00	
04/19/2015	SP 2153	ROOM CHARGE SP 2153 TAX2	69.00 8.28	
04/20/2015		RESORT FEE RESORT FEE (TAX INCLUDED)	14.00	
04/20/2015	SP 2153	ROOM CHARGE SP 2153 TAX2	69.00 8.28	
04/21/2015		RESORT FEE RESORT FEE (TAX INCLUDED)	14.00	
04/21/2015	SP 2153	ROOM CHARGE SP 2153 TAX2	69.00 8.28	
04/22/2015		RESORT FEE RESORT FEE (TAX INCLUDED)	14.00	
04/22/2015	SP 2153	ROOM CHARGE SP 2153 TAX2	69.00 8.28	
04/23/2015		RESORT FEE RESORT FEE (TAX INCLUDED)	14.00	
04/23/2015	SP 2153	ROOM CHARGE SP 2153 TAX2	69.00 8.28	
04/24/2015		FRONT DESK MASTER CARD *****9781	379.12-	

Total Due .00

I agree that my liability for this bill is not waived, and agree to be held personally liable in the event that the indicated person, company or association fails to pay for any part or the full amount of these charges.

Guest Signature \_\_\_\_\_

ORLANDO INTERNATIONAL AIRPORT

Thank You For Parking

Questions/Comments

(407) 825-3562

Entrance: 09:13 04/19/15 Lane # 01

Exit : 18:21 04/24/15 Lane # 21

Length of stay: 5 d. 09 h. 08 mn.

License plate : FL 771JBV

Cashier: 145 Shift: 0092 SEQ# 10438

Amount paid \$ 102.00 Card

19  
parking

APRIL 24, 2015 6:23 PM

ORLANDO INT'L GARAGE  
9400 B AIRPORT BLVD  
ORLANDO, FL 32827  
407-825-2070  
A PLAZA LANE 21

COMP ID: AMCG TERM ID: AMCG211621

CARD TYPE: MASTERCARD

ISSUE TYPE: SALES

ACCOUNT#: \*\*\*\*\*

TOTAL AMOUNT \$ 102.00

APPROVAL CODE: 004102 STAN: 005745

CUSTOMER COPY

Batch 210095  
 Doc 689814

**Employee Travel and Business Expense Reimbursement Form**



Employee Name: Mary Rollins  
 Business Unit: 102109

**ACCOUNTING USE**

Object Code	Amount
1. 102109:6225	\$ 30.00
2.	
3.	
4.	
5.	
6.	
7.	
8.	
9.	
10.	
11.	
12.	
13.	
14.	
15.	
16.	
17.	
18.	
19.	
20.	
	\$ 30.00

**EMPLOYEE USE**

**EXPENSE SUMMARY**

Total expenses	\$ 30.00
Less cash advances	-
Less amounts charged on corporate credit card	-
Net amount due employee	\$ 30.00

**MILEAGE REIMBURSEMENT CALCULATOR**

Miles driven	
IRS mileage rate	\$ 0.56
Mileage reimbursement	\$ -

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

**PURPOSE OF EMPLOYEE TRAVEL**

RECEIVED  
 JUN 2 0 2015

*Handwritten:* 10-11-15

*Handwritten Signature:* Mary Rollins  
 Employee Signature

*Handwritten Date:* 5-15-2015  
 Date

*Handwritten Signature:* [Signature]  
 Approved By

*Handwritten Date:* 6/11/2015  
 Date

**Employee Travel and Business Expense Reimbursement Form**



Employee Name:	Mary Rollins
Business Unit:	102109

Date	Type of Expense	Vendor	Description	BU or Project Code	Object Code	Amount
1. 05/15/15	Auto Licenses	Performance Ford	Annual Vehicle Inspection	102109	6225	30.00
2.						
3.						
4.						
5.						
6.						
7.						
8.						
9.						
10.						
11.						
12.						
13.						
14.						
15.						
16.						
17.						
18.						
19.						
20.						
21.						
22.						
23.						
24.						
25.						
26.						
27.						
28.						
29.						
30.						
<b>Total</b>						<b>30.00</b>

STATE OF NORTH CAROLINA  
VEHICLE INSPECTION RECEIPT/STATEMENT

**SAFETY AND EMISSIONS (OBDII)**

Classification: IM  
Electronic Authorization No.: 081  
Date: 05/15/2015

\*\*\*\*\*  
\* **PASSED** \*  
\*\*\*\*\*

Inspection Fee \$23.75  
E-Auth. Fee \$6.25  
Window Tinting Fee \$0.00  
Total Fees \$30.00

Make: FORD  
Year: 2007  
Engine Size (cc): 2500  
Body Style: SPORT/UTILITY  
VIN: 1FMCU59H17KB61586  
County: MECKLENBURG  
TIN Number: 888830453186

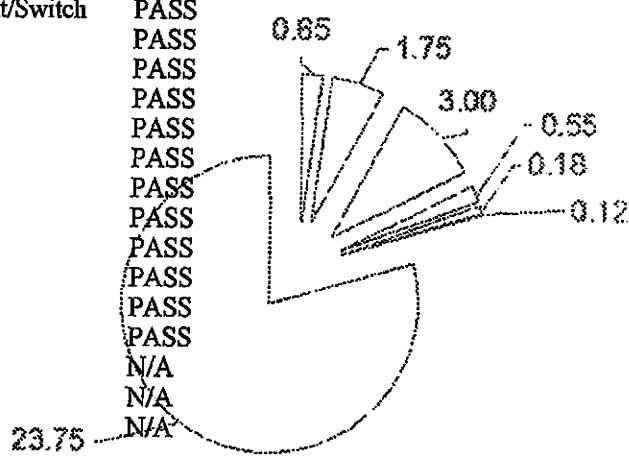
Vehicle Type: Light Duty  
Plate Number: BCA2222  
Odometer Reading: 93922  
Number of Cylinders: 4  
Type of Fuel: HYBRID  
Previous Odometer:  
Motor Vehicle Dealer Number:

See your vehicle's registration card for your next Inspection Due Date.

\*\*\*\*\*

**Safety Equipment**

Headlights	PASS
Parking Lights	PASS
Tail Lights	PASS
Beam Indicator Light/Switch	PASS
License Plate Light	PASS
Stop Light	PASS
Directional Signals	PASS
Horn	PASS
Windshield Wipers	PASS
Rear View Mirrors	PASS
Foot Brake	PASS
Emergency Brake	PASS
Steering Mechanism	PASS
Tires	PASS
Exhaust System	PASS
Clearance Lights	N/A
Reflectors	N/A
Window Tinting	N/A



**Tampering Inspection**

Catalytic Converter	PASS
Air Injection System	N/A
PCV Valve	PASS
Unleaded Gas Restrictor	PASS
Exhaust Gas Recirculation	PASS
Thermostatic Air Control	N/A
Fuel Evaporative Control	PASS
Oxygen Sensor	PASS
Gasoline Tank Cap	PASS

\*\*\*\*\*

* OBDII Test Results	*
* PASS	*
* MIL Bulb Working	Pass *
* Connector Damage	Pass *
* Communications Established	Pass *
* MIL Commanded-On	Pass *
* Engine RPM at Reading	2576 *

\*\*\*\*\*

Station Number: 80488  
Inspection Class: Emissions  
Parts Exemption Number:

Analyzer Number: ED112311  
Receipt/Statement Number: 25047  
Waiver Number:

Ver. 1102

Inspector-Mechanic  
CHRISTOPHER CULP

Owner's Repair Authorization \_\_\_\_\_

**RETAIN THIS COPY FOR YOUR RECORDS**

- |  |   |
|--|---|
| <input type="checkbox"/> Division of Air Quality = \$0.65                | <input type="checkbox"/> Telecommunication = \$1.75   |
| <input type="checkbox"/> Emissions Program = \$3.00                      | <input type="checkbox"/> Highway Fund = \$0.55        |
| <input type="checkbox"/> Volunteer Rescue/EMS = \$0.18                   | <input type="checkbox"/> Rescue Squad Relief = \$0.12 |
| <input type="checkbox"/> Inspection Station = \$0.00(min) - \$23.75(max) |   |

Total Inspection Fee \$6.25 (min) - \$30.00

**Employee Travel and Business Expense Reimbursement Form**

Batch 225110



Employee Name: Mary Rollins  
 Business Unit: 102109

Doc 135039

ACCOUNTING USE	
Object Code	Amount
1. 102109.6225	\$ 30.00
2.	
3.	
4.	
5.	
6.	
7.	
8.	
9.	
10.	
11.	
12.	
13.	
14.	
15.	
16.	
17.	
18.	
19.	
20.	
	\$ 30.00

**EMPLOYEE USE**

**EXPENSE SUMMARY**

Total expenses	\$ 30.00
Less cash advances	-
Less amounts charged on corporate credit card	-
Net amount due employee	\$ 30.00

**MILEAGE REIMBURSEMENT CALCULATOR**

Miles driven	-
IRS mileage rate	\$ 0.56
Mileage reimbursement	\$ -

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

**PURPOSE OF EMPLOYEE TRAVEL**

Annual Water & Wastewater Operator License Renewals

*Mary Rollins*  
 Employee Signature

12-16-2015  
 Date

Jim Devine  
 Approved By

Digitally signed by Jim Devine  
 DN: cn=Jim Devine, o=Utilities, Inc. ou=Vice President of Shared Services, email=jdevine@utilwater.com, c=US  
 Date: 2015.12.16.14:25:47 -0600

Date



**Employee Travel and Business Expense Reimbursement Form**



Employee Name:	Mary Rollins
Business Unit:	102109

Date	Type of Expense	Vendor	Description	BU or Project Code	Object Code	Amount
1. 12/16/15	Auto licenses	Jiffy Lube	Annual vehicle inspection #08518	102109	6225	30.00
2.						
3.						
4.						
5.						
6.						
7.						
8.						
9.						
10.						
11.						
12.						
13.						
14.						
15.						
16.						
17.						
18.						
19.						
20.						
21.						
22.						
23.						
24.						
25.						
26.						
27.						
28.						
29.						
30.						
<b>Total</b>						<b>30.00</b>

STATE OF NORTH CAROLINA  
VEHICLE INSPECTION RECEIPT/STATEMENT

SAFETY AND EMISSIONS (OBDII)

Classification: IM  
Electronic Authorization No.: 276  
Date: 12/16/2015

\*\*\*\*\*  
\* PASSED \*  
\*\*\*\*\*

Inspection Fee \$23.75  
E-Auth. Fee \$6.25  
Window Tinting Fee \$0.00  
Total Fees \$30.00

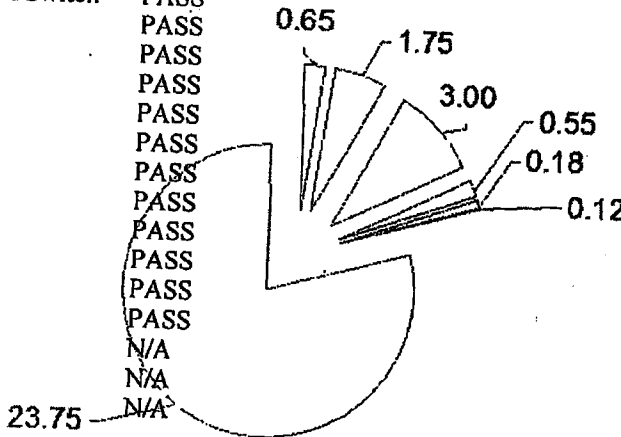
Make: TOYT  
Year: 2008  
Engine Size (cc): 3500  
Body Style: SPORT/UTILITY  
VIN: JTEDS41A482011962  
County: MECKLENBURG  
TIN Number: 672622398662

Vehicle Type: Light Duty  
Plate Number: AJE9844  
Odometer Reading: 87745  
Number of Cylinders: 6  
Type of Fuel: GASOLINE  
Previous Odometer:  
Motor Vehicle Dealer Number:

See your vehicle's registration card for your next Inspection Due Date.

Safety Equipment

Headlights PASS  
Parking Lights PASS  
Tail Lights PASS  
Beam Indicator Light/Switch PASS  
License Plate Light PASS  
Stop Light PASS  
Directional Signals PASS  
Horn PASS  
Windshield Wipers PASS  
Rear View Mirrors PASS  
Foot Brake PASS  
Emergency Brake PASS  
Steering Mechanism PASS  
Tires PASS  
Exhaust System N/A  
Clearance Lights N/A  
Reflectors N/A  
Window Tinting N/A



Tampering Inspection

Catalytic Converter PASS  
Air Injection System N/A  
PCV Valve PASS  
Unleaded Gas Restrictor PASS  
Exhaust Gas Recirculation N/A  
Thermostatic Air Control N/A  
Fuel Evaporative Control PASS  
Oxygen Sensor PASS  
Gasoline Tank Cap PASS

OBDII Test Results

PASS  
\* MIL Bulb Working Pass \*  
\* Connector Damage Pass \*  
\* Communications Established Pass \*  
\* MIL Commanded-On Pass \*  
\* Engine RPM at Reading 789 \*

Station Number: 80326  
Inspection Class: Emissions  
Parts Exemption Number:

Analyzer Number: EZ223636 Ver. 1102  
Receipt/Statement Number: 8118  
Waiver Number:

Inspector-Mechanic  
JOE PHFER

Owner's Repair Authorization \_\_\_\_\_

RETAIN THIS COPY FOR YOUR RECORDS

<input type="checkbox"/> Division of Air Quality = \$0.65	<input type="checkbox"/> Telecommunication = \$1.75
<input type="checkbox"/> Emissions Program = \$3.00	<input type="checkbox"/> Highway Fund = \$0.55
<input type="checkbox"/> Volunteer Rescue/EMS = \$0.18	<input type="checkbox"/> Rescue Squad Relief = \$0.12
<input type="checkbox"/> Inspection Station = \$0.00(min) - \$23.75(max)*	

Total Inspection Fee \$6.25 (min) - \$30.00