

TRAVEL EXPENSE CLAIM

STD. 262 (REV. 7/2005)

*See Instructions and *Privacy Statement On Reverse Side*

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CLAIMANT'S NAME Alfred Rowlett			SSN or EMPLOYEE NUMBER* [REDACTED]			DEPARTMENT		
POSITION Board Member		CB/ID No.		DIVISION or BUREAU			INDEX NUMBER	
RESIDENCE ADDRESS * [REDACTED]				HEADQUARTERS ADDRESS Same as Residence				TELEPHONE NUMBER [REDACTED]
CITY [REDACTED]		STATE [REDACTED]	ZIP CODE [REDACTED]		CITY		STATE	ZIP CODE

(1) MONTH/YEAR 09 #13	(2) DATE	(2) TIME	(3) LOCATION WHERE EXPENSES WERE INCURRED	(4) LODGING	(5) MEALS			(6) INCIDENTALS	(7) TRANSPORTATION				(8) BUSINESS EXPENSE	(9) TOTAL EXPENSES FOR DAY
					BREAK-FAST	LUNCH	O.T., L/T, N/C, RELO. OR DINNER		(A) COST OF TRANS.	(B) TYPE USED	(C) CARFARE, TOLLS, PARKING	(D) PRIVATE CAR USE		
										MILES	AMOUNT			
Sept	19		Berkeley, CA							15.00			15.00	
Sept	19		Berkeley, CA							5.00			5.00	
Sept	19		10325 Saddle Creek Dr, Sac CA 95827 to Claremont Hotel, 41 Tunnel Rd, Berkeley(Roundtrip)							194	109.61		109.61	
													0.00	
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(10) SUBTOTALS				0.00	0.00	0.00	0.00	0.00	0.00	20.00	194	109.61	0.00	129.61

COLUMN CODE (ACCTG. USE ONLY)												
CLAIM TOTAL												129.61

<p>(11) PURPOSE OF TRIP, REMARKS AND DETAILS (Attach receipts/vouchers when required)</p> <p>Attend CIRM - Grant Working Group Meeting September 19, 2013.</p> <p><i>Toll- NO Reciept Available</i></p> <p>[Signature]</p>	<p>(12) NORMAL WORK HOURS</p> <p>[REDACTED]</p>		
	<p>(13) PRIVATE VEHICLE LICENSE NUMBER</p> <p>[REDACTED]</p>		
	<p>(14) MILEAGE RATE CLAIMED</p> <p>.565</p>		
	<p>AGENCY ACCOUNTING OFFICE USE ONLY</p> <p>PAID BY REVOLVING FUND CHECK NUMBER</p>		
<p>travel expenses incurred by me in accordance with DPA rules in the service of the State mileage rates exceed the minimum rate, I certify that the cost of operating the vehicle was met the requirements as prescribed by SAM Sections 0750, 0751, 0752, 0753 and 0754</p>	<p>DATE</p> <p>9/26/13</p>	<p>(15) SIGNATURE OF OFFICER APPROVING TRAVEL AND PAYMENT</p> <p>[Signature]</p>	<p>DATE</p> <p>10/2/13</p>
<p>E (See Item 17 on reverse)</p>			<p>DATE</p>