STATE OF CALIFORNIA - DEPARTMENT OF PERSONNEL ADMINISTRATION TRAVEL EXPENSE CLAIM STD. 262 (REV. 9/2007)							ons and *Privacy n Reverse Side				Page	of _	Pag	jes	
CLAIMANT'S NAME							SSN or EMPLOYEE NUMBER*				DEPAR	RTMENT			
Cecilia Silva-Martin															
POSITION CB/ID No.							DIVISION or BUREAU						INDEX NUMBER		
Director of Finance RESIDENCE ADDRESS*							Finance 64458500 HEADQUARTERS ADDRESS						TEL EDUO	NE NUMBER	
KESINENCE ANNKESS							1999 Harrison						(510) 340-9154		
CITY CODE							CITY				STATE		ZIP CODE		
							Oakland					CA	94612		
(1) NORMAL WORK HOURS							(2) PRIVATE VEHICLE LICENSE NUMBER			MBER	(3) MIL 0.53	EAGE RATE	CLAIMED		
(4) MONTH/YEAR		(6)	(7)	(8)	MEALS		(9)	(10) TRANSPORTAT			TION		(11)	(12)	
8/2017		LOCATION WHERE EXPENSES WERE INCURRED	LODGING	BREAK- FAST		O.T., L/		(A) COST OF TRANS.	(B) (C)		(D)		-	TOTAL	
(5)					LUNCH	N/C, RELO. OR	LO. INCIDEN- TALS		TYPE	CARFARE, TOLLS,	PRIVAT	E CAR USE	BUSINESS	EXPENSES FOR DAY	
DATE	TIME					DINNE	R		-	PARKING	MILES	AMOUNT			
8/11		Sacramento									38.00	20.33		20.33	
8/21	0800	Sacramento							V	12.00	30.00	16.05		28.05	
		August Public Transit						90.00				0.00		90.00	
												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	
SUBTOTALS		0.00	0.00	0.00	0.	00.00	90.00		12.00	68.00	36.38	0.00	138.38		
COL	UMN	CODE (ACCTG. USE ONLY)													
		CLAIM TOTAL												\$138.38	
(14) PUI	RPOSE (OF TRIP, REMARKS AND DETAILS (Att	ach receipts/v	ouchers wher	required)						A	SENCY ACC	COUNTING	OFFICE	
8/11 FI\$Cal Meeting												USE ONLY			
8/21 DOF Hyperion Training												PAID BY REVOLVING FUND CHECK NUMBER			
August Public Transit						Remit Payment To:									
						CIRM 1999 Harrison St. Ste 1650 Oakland, CA 94612-3520									
												(15)			

1 HEREBY CERTIFY That the above is a true statement of the travel expenses incurred by me in accordance with DPA rules in the service of the State of California. If a privately owned vehicle was used, and if mileage rates exceed the minimum rate, I certify that the cost of operating the vehicle was equal to or greater than the rate claimed, and that I have met the requirements as prescribed by SAM Sections 0750, 0751, 0752, 0753 and 0754 pertaining to vehicle safety and seat belt usage.

CLAIMANT'S SIGNATURE

DATE

(16) SIGNATURE OF OFFICER APPROVING TRAVEL AND PAYMENT

DATE

(17) SPECIAL EXPENSE AUTHORIZATION - SIGNATURE and TITLE (See Item 17 on reverse)

DATE