

Apex Consulting

Statement of Reimbursable Expenses

Expense Reports Paid Between: **08/05/2016** through **08/25/2016**

Total Amount Billed: **\$ 759.92**

Charged to Activity: **Security/Compliance Audit**

Billed to Account: **Coast Inc.**

Activity Identifier: **KZKM9075**

Employee Name	#	Date	Type	Original Amount	Converted Amount	Billed Amount
Kyle Freeman						
	1	08/06/2016	Dinner	39.77 USD	\$ 39.77	\$ 39.77
	2	08/06/2016	Office Supplies/Software	107.90 USD	\$ 107.90	\$ 107.90
	3	08/06/2016	Car Rental	160.00 USD	\$ 160.00	\$ 160.00
	4	08/06/2016	Airfare	410.00 CAD	\$ 313.57	\$ 156.79
	5	08/07/2016	Breakfast	15.76 USD	\$ 15.76	\$ 15.76

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Ryan Waters

6	08/07/2016	Tolls/Road Charges	8.00 USD	\$ 8.00	\$ 8.00
7	08/07/2016	Lunch	30.90 USD	\$ 30.90	\$ 30.90
8	08/07/2016	Personal Car Mileage	105.80 USD	\$ 105.80	\$ 105.80
9	08/09/2016	Parking	15.00 USD	\$ 15.00	\$ 15.00
10	08/10/2016	Hotel	120.00 USD	\$ 120.00	\$ 120.00
Total					\$ 759.92

Expense Detail - Expense Number 1

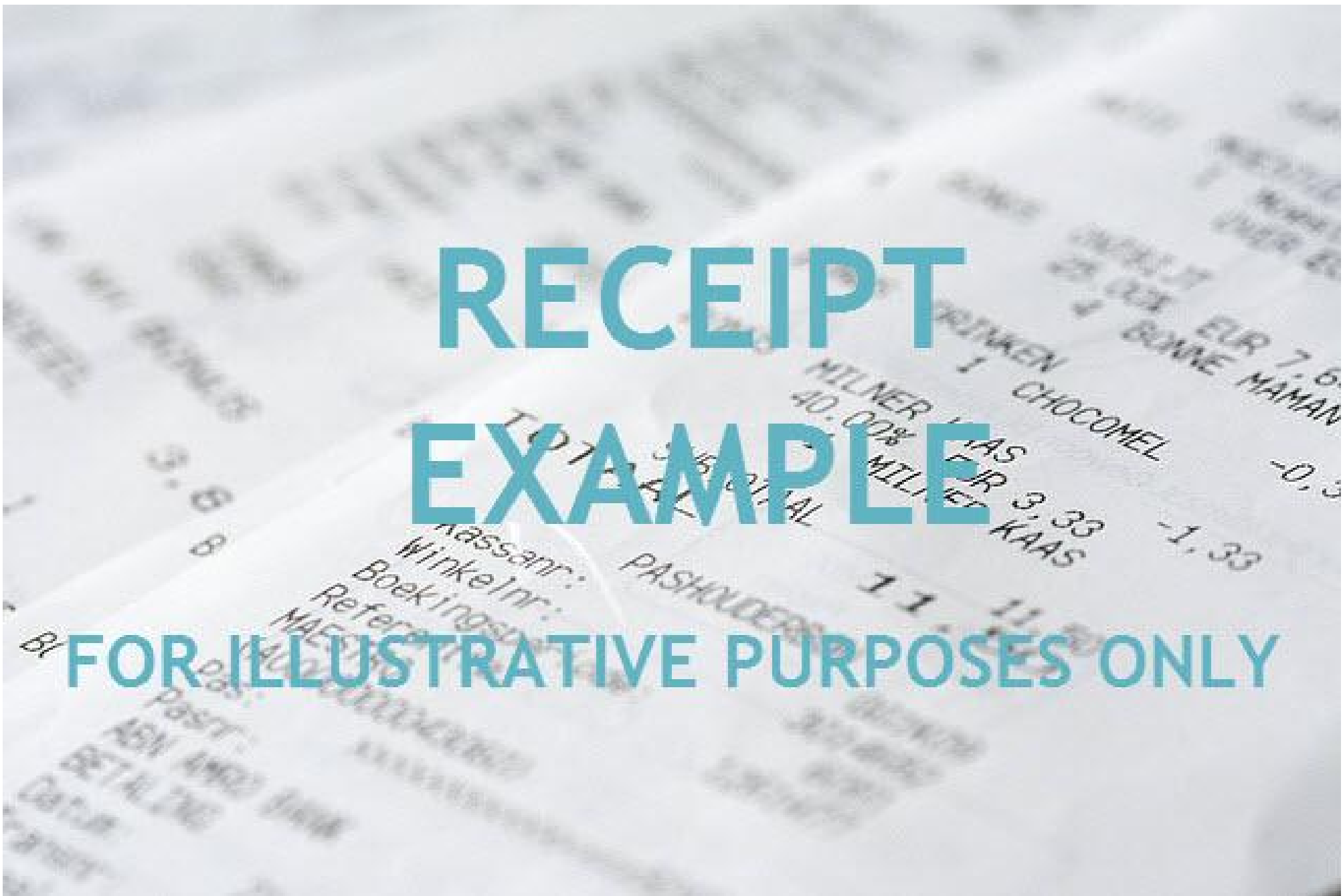
Description	Detail
Purchased By:	Kyle Freeman
Purchased Paid With:	Cash
Merchant Paid:	Maple Leaf Grill
Purchase Location:	Not Available
Date:	08/06/2016
Original Amount:	39.77 USD
Converted Amount:	\$ 39.77
Type:	Dinner
Receipt Image:	Yes

Expense Detail - Expense Number 2

Description	Detail
Purchased By:	Kyle Freeman
Purchased Paid With:	Company Paid
Merchant Paid:	Global Electronics
Purchase Location:	Not Available
Date:	08/06/2016
Original Amount:	107.90 USD
Converted Amount:	\$ 107.90
Type:	Office Supplies/Software
Receipt Image:	Yes

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Expense Detail - Expense Number 3

Description	Detail
Purchased By:	Kyle Freeman
Purchased Paid With:	Company Paid
Merchant Paid:	Budget
Purchase Location:	Not Available
Date:	08/06/2016
Original Amount:	160.00 USD
Converted Amount:	\$ 160.00
Type:	Car Rental
Receipt Image:	Yes

MY PREFERRED CAR RENTAL



Price

\$ 140

Tax

\$ 20

RECEIPT
EXAMPLE

\$160.00

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Expense Detail - Expense Number 4

Description	Detail
Purchased By:	Kyle Freeman
Purchased Paid With:	Company Paid
Merchant Paid:	Delta Air Lines
Purchase Location:	Not Available
Date:	08/06/2016
Original Amount:	410.00 CAD
Converted Amount:	\$ 313.57
Type:	Airfare
Receipt Image:	Yes

MY PREFERRED AIRLINES

→ Seattle to Chicago

\$410

→ Chicago to Seattle

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Expense Detail - Expense Number 5

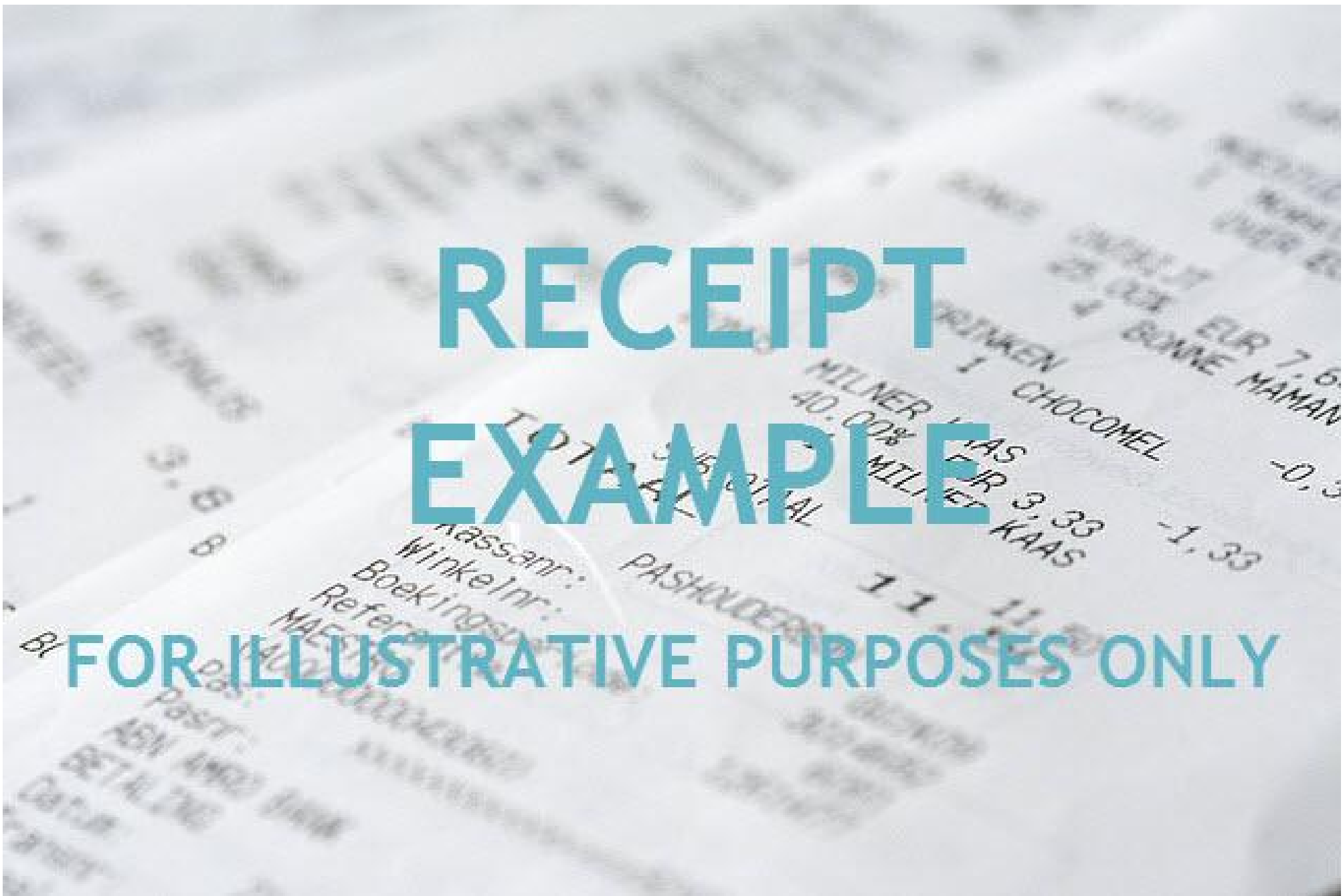
Description	Detail
Purchased By:	Kyle Freeman
Purchased Paid With:	Cash
Merchant Paid:	Sierra Bakery
Purchase Location:	Not Available
Date:	08/07/2016
Original Amount:	15.76 USD
Converted Amount:	\$ 15.76
Type:	Breakfast
Receipt Image:	Yes

Expense Detail - Expense Number 6

Description	Detail
Purchased By:	Ryan Waters
Purchased Paid With:	Cash
Merchant Paid:	Michigan Transit Authority
Purchase Location:	Not Available
Date:	08/07/2016
Original Amount:	8.00 USD
Converted Amount:	\$ 8.00
Type:	Tolls/Road Charges
Receipt Image:	Yes

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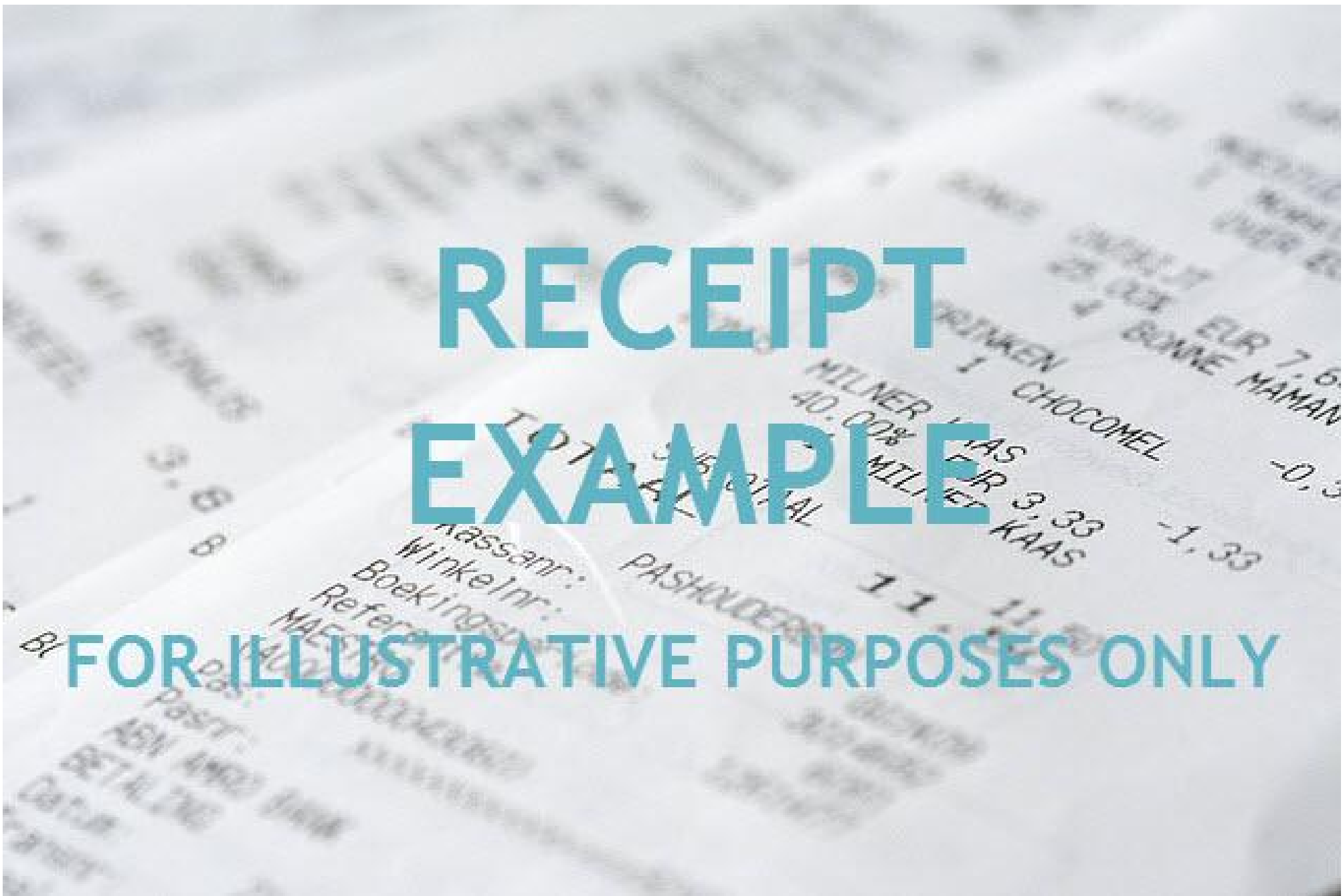


Expense Detail - Expense Number 7

Description	Detail
Purchased By:	Ryan Waters
Purchased Paid With:	Cash
Merchant Paid:	Cliff House
Purchase Location:	Not Available
Date:	08/07/2016
Original Amount:	30.90 USD
Converted Amount:	\$ 30.90
Type:	Lunch
Receipt Image:	Yes

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Expense Detail - Expense Number 8

Description	Detail
Purchased By:	Ryan Waters
Purchased Paid With:	Cash
Merchant Paid:	Not Available
Purchase Location:	Not Available
Date:	08/07/2016
Original Amount:	105.80 USD
Converted Amount:	\$ 105.80
Type:	Personal Car Mileage
Receipt Image:	Yes

Mileage Calculator



Avoid Tolls Avoid Highways

Waypoints

- A
- B
- C
- D

92.1 MI
Personal
 91.5 MI
Personal

Calculate Route

Directions

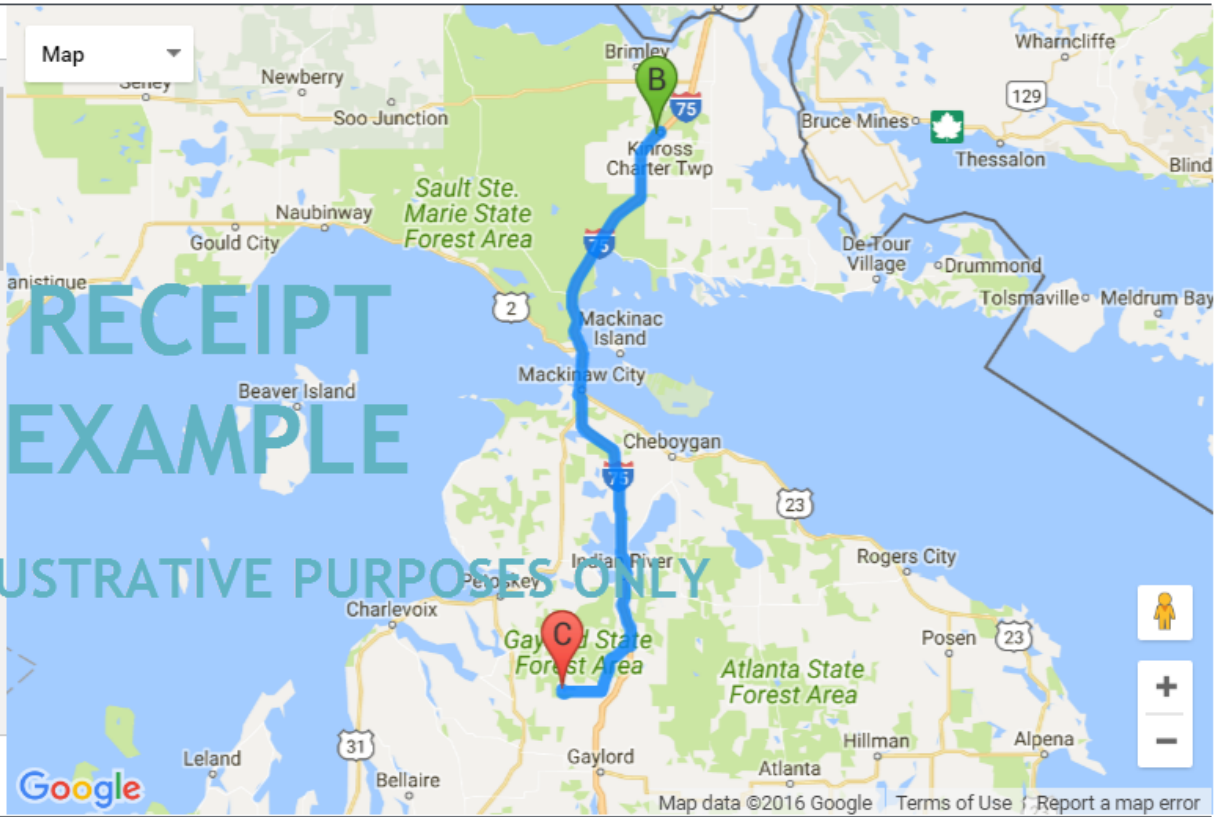
A Unnamed Road, Boyne Falls, MI 49713, USA

92.3 mi. About 1 hour 30 mins

1. Head south 220 ft

Deduct Commute

TOTAL PERSONAL	TOTAL BUSINESS
0.0 MI	183.6 MI



Add Mileage to Expense

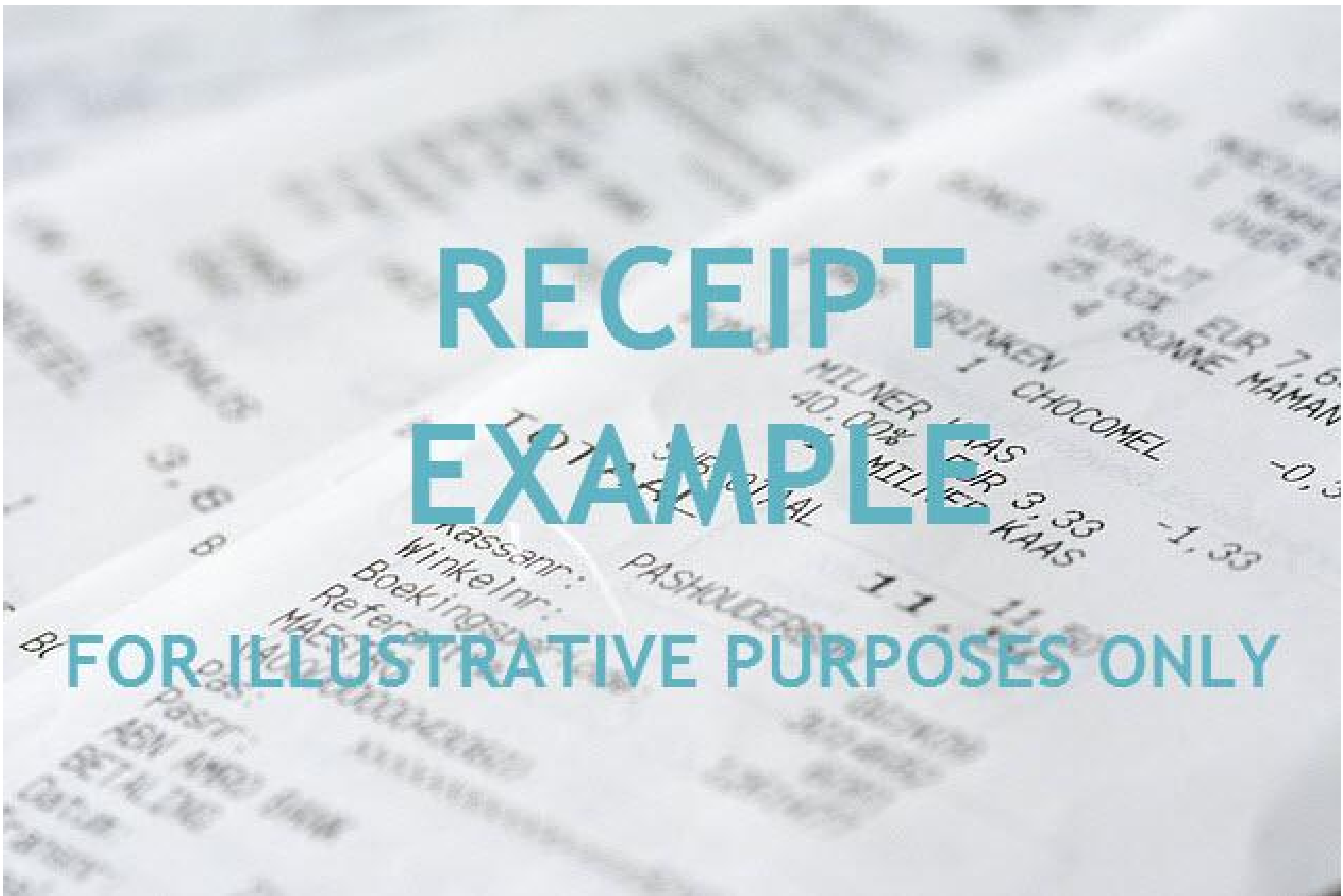
Cancel

Expense Detail - Expense Number 9

Description	Detail
Purchased By:	Ryan Waters
Purchased Paid With:	Company Paid
Merchant Paid:	Diamond Parking
Purchase Location:	Not Available
Date:	08/09/2016
Original Amount:	15.00 USD
Converted Amount:	\$ 15.00
Type:	Parking
Receipt Image:	Yes

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Expense Detail - Expense Number 10

Description	Detail
Purchased By:	Ryan Waters
Purchased Paid With:	Company Paid
Merchant Paid:	Wingate Inns
Purchase Location:	Not Available
Date:	08/10/2016
Original Amount:	120.00 USD
Converted Amount:	\$ 120.00
Type:	Hotel
Receipt Image:	Yes

MY PREFERRED HOTEL



Room

\$100

Room Tax \$ 20

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EXAMPLE

\$120.00

FOR ILLUSTRATIVE PURPOSES ONLY

