

Apex Consulting

Statement of Reimbursable Expenses

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

Total Amount Billed: **\$ 702.99**

Charged to Activity: **Leadership Workshop**

Billed to Account: **Atlantic Tech**

Activity Identifier: **0502**

Employee Name	#	Date	Type	Original Amount	Converted Amount	Billed Amount
Hunter Kraft						
	1	08/21/2016	Airfare	300.00 USD	\$ 300.00	\$ 150.00
	2	08/22/2016	Hotel	120.00 USD	\$ 120.00	\$ 120.00
	3	08/23/2016	Lunch	23.85 USD	\$ 23.85	\$ 23.85
	4	08/23/2016	Dinner	27.15 USD	\$ 27.15	\$ 27.15
	5	08/23/2016	Taxi	35.00 USD	\$ 35.00	\$ 35.00
Jackie Edwards						
	6	08/21/2016	Breakfast	19.50 CAD	\$ 15.16	\$ 15.16
	7	08/21/2016	Dinner	41.15 USD	\$ 41.15	\$ 41.15
	8	08/21/2016	Printing/Photocopying/Stationery	64.13 USD	\$ 64.13	\$ 64.13
	9	08/21/2016	Personal Car Mileage	226.55 USD	\$ 226.55	\$ 226.55
Total						\$ 702.99

MY PREFERRED AIRLINES

→ Seattle to Chicago

\$300

→ Chicago to Seattle

RECEIPT
EXAMPLE

FOR ILLUSTRATIVE PURPOSES ONLY

MY PREFERRED HOTEL



Room \$100

Room Tax \$ 20

RECEIPT

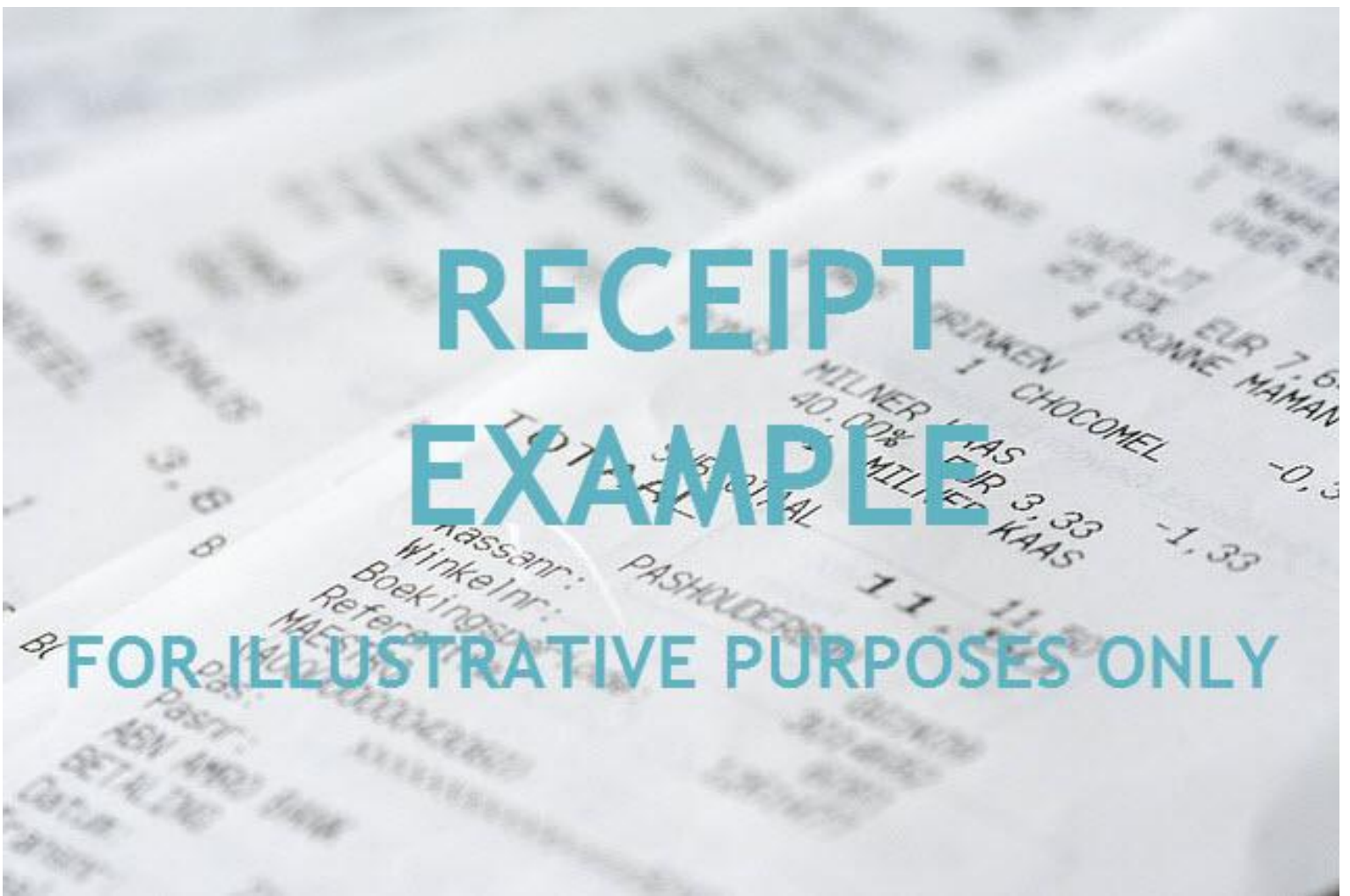
EXAMPLE

\$120.00

FOR ILLUSTRATIVE PURPOSES ONLY

RECEIPT EXAMPLE

FOR ILLUSTRATIVE PURPOSES ONLY



RECEIPT EXAMPLE

FOR ILLUSTRATIVE PURPOSES ONLY



MY PREFERRED TAXI

🚖 Hotel to Meeting

\$35.00

RECEIPT EXAMPLE

FOR ILLUSTRATIVE PURPOSES ONLY

RECEIPT EXAMPLE

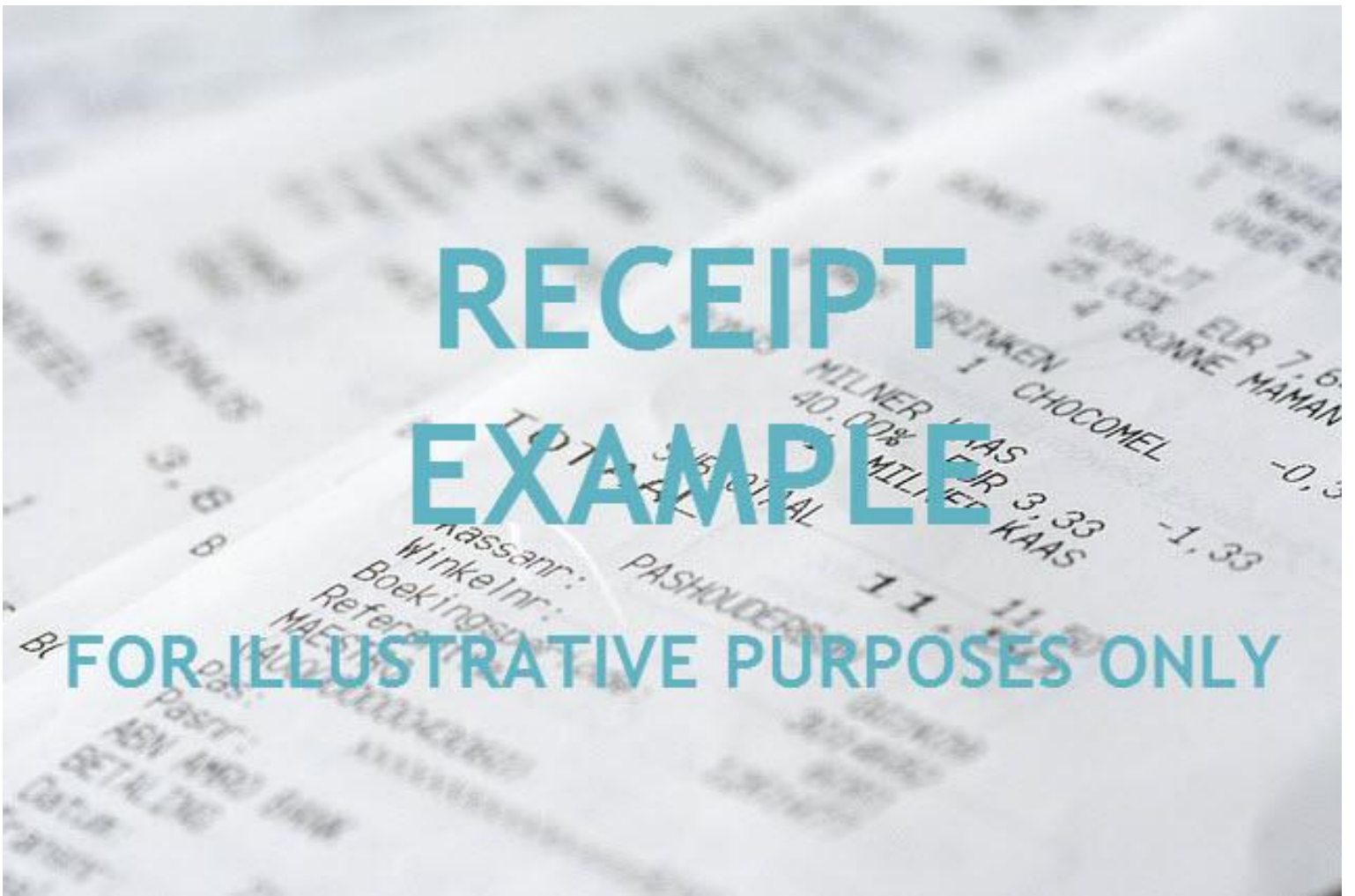
FOR ILLUSTRATIVE PURPOSES ONLY

RECEIPT EXAMPLE

FOR ILLUSTRATIVE PURPOSES ONLY

RECEIPT EXAMPLE

FOR ILLUSTRATIVE PURPOSES ONLY



Mileage Calculator



Avoid Tolls Avoid Highways

Waypoints

- A 713 King St E, Gananoque, ON K7G 1H4, Canada
- B 218 NY-30, Amsterdam, NY 12010, US
- C 713 King St E, Gananoque, ON K7G 1H4, Canada
- D

181.0 MI

Personal

212.9 MI

Personal

Calculate Route

Directions

A 713 King St E, Gananoque, ON K7G 1H4, Canada

181 mi. About 3 hours 17 mins

1. Head northeast on King St E toward Days Rd 0.3 mi

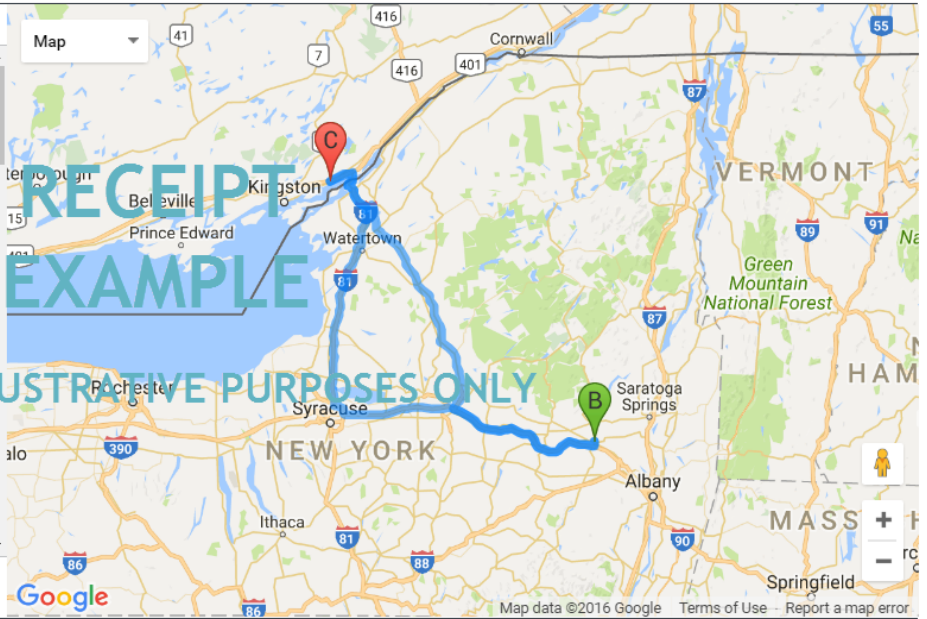
Deduct Commute

TOTAL PERSONAL

0.0 MI

TOTAL BUSINESS

393.9 MI



[Add Mileage to Expense](#) [Cancel](#)