

Expense Report**ER19599**

Traveler/Claimant Name	Prepared By	Company Expenses	Reimbursement Amount	Approved
Rolf Ent	LINDA A. VILETT	\$1,065.31 USD	\$1,065.31 USD	
Mailing Address of Where to Send Check	Report Title			
8547 Barrow Furnace Lane Lorton, VA 22079	09-3 Ent reimb #3			
	Purpose of Trip			
	Serve as a co-organizer and participate in INT-09-3 program "The Jefferson Laboratory Upgrade to 12 GeV" held at UW, Sept 14 – Nov 20, 2009. Travel dates: Oct 18-21 and Oct 25-30, 2009.			

Traveler/Claimant Paid - Account Summary by Budget

Budget	Account	Task	Option	Project	Amount
619353 - INST NUCLEAR THEORY	041000				\$440.00 USD
619353 - INST NUCLEAR THEORY	041600				\$100.00 USD
619353 - INST NUCLEAR THEORY	042100				\$525.31 USD

UW Paid - Account Summary by Budget

(None)

Traveler/Claimant Expenses

Date	Thu	Sun	Wed	Sun	Fri	Fri	Total
Expenses	10/08/2009	10/18/2009	10/21/2009	10/25/2009	10/30/2009	10/30/2009	
Airfare	\$525.31 USD						\$525.31 USD
Meal Per Diem			\$160.00 USD			\$280.00 USD	\$440.00 USD
Shuttle		\$42.00 USD		\$23.00 USD	\$35.00 USD		\$100.00 USD
Daily Totals	\$525.31 USD	\$42.00 USD	\$160.00 USD	\$23.00 USD	\$35.00 USD	\$280.00 USD	\$1,065.31 USD

UW Paid Expenses

(None)

Total Expenses: \$1,065.31 USD
Less UW Paid: \$0.00 USD
Less Cash Advance: \$0.00 USD
Amount Due: \$1,065.31 USD

Report Violations**Item Violations****Comments**

Date	Comments
Tue, 3 Nov, 2009	For organizers, program budget allows for actual cost of single-occupancy lodging up to the maximum allowable for Seattle, and per diem up to \$40/day. Lodging at Silver Cloud was charged to CTA.

By signing this document, I certify, under penalty of perjury, that the claimed travel expenses were incurred for official university business and were appropriate in the conduct of this business. The most economical means available were used to accomplish this business unless personal safety would have been compromised. I have not received nor will I receive other reimbursement for these expenses.

ER19599

Traveler Signature