



Welcome Grimes, Alexandra N.

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 Wednesday February 4, 2015
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Local Travel

Nonlocal Travel

Approval

Administration



Printer Friendly PDF

Nonlocal Travel Reimbursement Request - View

Traveler Information

Traveler's Name

REED, PATRICIA S 1

Reimbursement Document:

SAP Document:

Reimbursement Status: C - Complete

Approval Document:

SAP Document:

Office/School: SB - SCHOOL BOARD OFFICE

Departure Date: April 4, 2014

Return Date: April 7, 2014

Destination: New Orleans, LA

Index: 600000 Subobject: 5022

Purpose of Travel: Professional Development

Travel Method: Air

Travel Sponsor: National School Board Association

Total Estimated Expenses: \$ 2567.55
 Travel Amount Limit: \$ 0.00
 Amount of Advance Received: \$ 0.00

Grant Amount: \$ 0.00

Description of Expense	Friday 04/04/14	Saturday 04/05/14	Sunday 04/06/14	Monday 04/07/14	Total Costs	Paid By FCPS	Paid by Traveler
Air/Train/Bus Fare					\$675.20	✓ \$675.20	\$0.00
Registration Fee					\$0.00	\$0.00	\$0.00
Lodging (tax included)					\$653.63	✓ \$653.63	\$0.00
Car Rental					\$0.00	\$0.00	\$0.00
Breakfast (M&IE Per Diem)					\$0.00	\$0.00	\$0.00
Lunch (M&IE Per Diem)		\$13.50	\$18.00	\$18.00	\$49.50	\$0.00	\$49.50
Dinner (M&IE Per Diem)		\$27.00		\$27.00	\$54.00	\$0.00	\$54.00
Incidentals (M&IE Per Diem)		\$3.75	\$5.00	\$3.75	\$17.50	\$0.00	\$17.50
POV Mileage Amount					\$0.00	\$0.00	\$0.00
Parking					\$0.00	\$0.00	\$0.00
Transportation		\$103.50	✓ \$20.00	✓	\$123.50	✓ \$0.00	\$123.50
Other Expenses					\$0.00	\$0.00	\$0.00
Total					\$1573.33	\$1328.83	\$244.50
Travel Amount Limit							\$0.00
Amount of Advance Received							\$0.00
Balance Due Traveler							\$244.50
Balance Due FCPS							\$0.00

Entered By: Braganza, Yvette R

Phone: 571-423-1066

Travel Notes

NSBA conference. FCPS received complimentary registration for one conference attendee.

Action by Approving Authority

Level	Level Title	Approval Type	Approved By	Approved Date	Approval Status	Notes
0100	Funds Verification	Nonlocal Travel	<u>yrbraganza</u>	04/16/2014	Approved	None
1000	FAMIS Review	Nonlocal Travel	<u>anqrimes</u>	04/16/2014	Approved	None

[Back to List](#)Home | [FAQ](#) | [Regulation 5310.9](#) | [Help](#)General Travel Questions Contact Accounts Payable at 571-423-3739 or [TravelInfo](#). Technical Support Contact Financial Services FASTeam at 571-423-3636 or [Financial Services FASTeam](#).

Braganza, Yvette

From: United Airlines, Inc. <unitedairlines@united.com>
Sent: Monday, February 03, 2014 1:34 PM
To: Braganza, Yvette
Subject: eTicket Itinerary and Receipt for Confirmation [REDACTED]



Confirmation:

[Check-In >](#)

Issue Date: February 03, 2014

Traveler	eTicket Number	Frequent Flyer	Seats
REED/PATRICIASMRS	[REDACTED]		21C/20C

FLIGHT INFORMATION

Day, Date	Flight	Class	Departure City and Time	Arrival City and Time	Aircraft	Meal
Fri, 04APR14	UA3618 E		WASHINGTON, DC (IAD - DULLES) 12:49 PM	NEW ORLEANS, LA (MSY) 2:27 PM	CRJ-700	Purchase

Flight operated by GOJET AIRLINES doing business as UNITED EXPRESS.

Mon, 07APR14	UA3468 E		NEW ORLEANS, LA (MSY) 4:47 PM	WASHINGTON, DC (IAD - DULLES) 8:22 PM	ERJ 170	Purchase
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Flight operated by SHUTTLE AMERICA AIRLINES doing business as UNITED EXPRESS.

FARE INFORMATION**Fare Breakdown**

Airfare:	607.63USD
U.S. Federal Transportation Tax:	45.57
U.S. Flight Segment Tax:	8.00
September 11th Security Fee:	5.00
U.S. Passenger Facility Charge:	9.00
Per Person Total:	675.20USD

Form of Payment:

eTicket Total:

675.20USD

The airfare you paid on this itinerary totals: 607.63 USD

The taxes, fees, and surcharges paid total: 67.57 USD

Fare Rules: Additional charges may apply for changes in addition to any fare rules listed.

NONREF/0VALUAFTDPT/CHGFEE

Cancel reservations before the scheduled departure time or TICKET HAS NO VALUE.

Reed



SpringHill Suites by Marriott
New Orleans Downtown
Convention Center

301 St. Joseph Street
New Orleans LA 70130
(504) 522 3100

Name: Reed

Room: 239

Room Type: SSS

Number of Adults: 1

Rate: \$150.00

City: KJWW

Net Settlement

Arrive: 04Apr14 Time: 03:13PM

Depart: 07Apr14

Time: 12:43PM

Police Number: 90035

Date	Description	Charges	Credit
02Apr14	Advance Deposit		653.63
04Apr14	Room Charge	189.00	
04Apr14	State Occupancy Tax	17.01	
04Apr14	City Tax	7.56	
04Apr14	Convention and Tourism T	1.00	
04Apr14	Local Tourism Fee	3.31	
05Apr14	Room Charge	189.00	
05Apr14	State Occupancy Tax	17.01	
05Apr14	City Tax	7.56	
05Apr14	Convention and Tourism T	1.00	
05Apr14	Local Tourism Fee	3.31	
05Apr14	Room Charge	189.00	
06Apr14	State Occupancy Tax	17.01	
06Apr14	City Tax	7.56	
06Apr14	Convention and Tourism T	1.00	
06Apr14	Local Tourism Fee	3.31	
07Apr14	Master Card		0.01

Amount: 0.01 Auth: Signature on File

Balance: 0.00

As a Rewards Member, you could have earned points toward your free dream vacation today. Start earning points and elite status, plus enjoy exclusive member offers. Enroll today at the front desk.

Want your final hotel bill by email? Just ask the Front Desk! See "Internet Privacy Statement" on Marriott.com.



SpringHill Suites by Marriott
New Orleans Downtown
Convention Center

301 St. Joseph Street
New Orleans LA 70130
(504) 522 3100

Patricia Reed	Room: 228		
1680 Park St	Room type: Queen		
Alexandria VA 22304	Number of Guests: 1		
NW Special: 0000	Rate: \$88.00		
Arrive: 04 Apr 14 Time: 09:12 PM	Depart: 07 Apr 14 Time: 12:43 PM		
Photo Number: 5002			
Date	Description	Charges	Profile

Balance: 0.00

As a Rewards Member, you could have earned points toward your free dream vacation today. Start earning points and elite status. Plus enjoy exclusive member offers. Enroll today at the front desk.

Want your final hotel bill by email? Just ask the Front Desk! See "Internet Privacy Statement" on Marriott.com.

INS CAB
(4) 522-9059
INSCAB.COM

TERM : 79
DRIVER: 957232
4/4/2014
4:05:42 PM



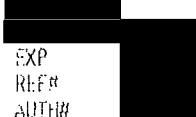
FARE :\$ 45.00
TOLLS:\$
TIP :\$ 6.75
TOTAL:\$ 51.75 ✓

X _____

FOR COMPLIMENTS
OR CONCERNS CALL
(504) 658-7176

NAWLINS CAB
(504) 522-9059
NAWL INSCAB.COM

TERM : 79
DRIVER: 957232
4/4/2014
4:04:33 PM



FARE :\$ 45.00
TOLLS:\$
TIP :\$ 6.75
TOTAL:\$ 51.75 ✓

X _____

FOR COMPLIMENTS
OR CONCERNS CALL
(504) 658-7176

Telephone # _____

CAB COMPANY

PASSENGER'S RECEIPT, TAXICAB FARE

Date 4-5, 20 14

Amount of Fare..... \$ 17

Other Charges..... \$ 3

Total..... \$ 20 ✓

Driver's Name _____

Cab Number _____

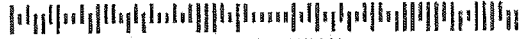
JPMORGAN CHASE BANK NA
PO BOX 15918
MAIL SUITE DE1-1404
WILMINGTON DE 19850

MEMO STATEMENT
THIS IS NOT A BILL

ACCOUNT NUMBER [REDACTED]

STATEMENT DATE 02-27-14

NET CHARGES [REDACTED]



SCHOOL BOARD CONF TRVL **T0001566
DSUP-SCHOOL BOARD
SCHOOL BOARD OFFICE
8115 GATEHOUSE RD SUITE 5400
FALLS CHURCH VA 22042-1203

FOR RECONCILIATION PURPOSES ONLY. DO NOT SEND PAYMENT.

NAME: SCHOOL BOARD CONF TRVL

CYCLE LIMIT: \$10,000

ACCOUNTING CODE: [REDACTED]

CARDHOLDER ACTIVITY

Purchasing Activity

Post Date	Tran Date	Reference Number	Transaction Description	Amount
02-10	02-07	[REDACTED]	NSBA [REDACTED] VA P.O.S.: 8650 SALES TAX: 0.00	755.00 ✓
Total Purchasing Activity				755.00

Travel Activity

FOR CUSTOMER SERVICE CALL:

FOR LOST/STOLEN CARDS CALL:

FOR TTY/TDD SERVICE CALL:

ACCOUNT NUMBER

STATEMENT DATE:
02/27/14

ACCOUNT SUMMARY

PURCHASES & OTHER CHARGES	[REDACTED]
CASH ADVANCES	.00
CREDITS	.00
CASH ADVANCE FEE	.00
NET CHARGES	[REDACTED]
DISPUTE AMOUNT	.00

SEND BILLING INQUIRIES TO:
JPMORGAN CHASE BANK NA
COMMERCIAL CARD SOLUTIONS
P.O. BOX 2015
MAIL SUITE IL1-6225
ELGIN, IL 60121

18430580 - 003653 - 0002 - 0002 - 2

SCHOOL BOARD CONF TRVL
DSUP-SCHOOL BOARD
SCHOOL BOARD OFFICE
8115 GATEHOUSE RD SUITE 5400
FALLS CHURCH VA 22042-1203

ACCOUNT NUMBER

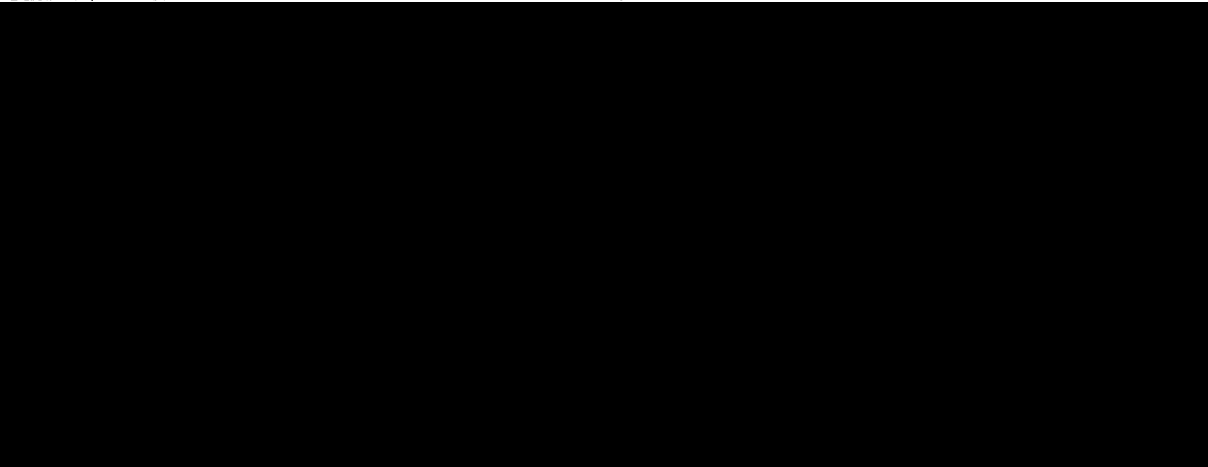


STATEMENT DATE: 02/27/14

CARDHOLDER ACTIVITY

Travel Activity

Post Date	Tran Date	Reference Number	Transaction Description	Amount
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02-05	02-03	[REDACTED]	UNITED [REDACTED] 800-932-2732 TX REED/PATRICIASMRS DEPARTURE: 04-04-14 P.O.S.: SALES TAX: \$0.00 IAD UA E MSY UA E IAD	675.20
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Total Travel Activity 5,812.58

JPMORGAN CHASE BANK NA
PO BOX 15918
MAIL SUITE DE1-1404
WILMINGTON DE 19850

**MEMO STATEMENT
THIS IS NOT A BILL**

APR 1 2014
FMR

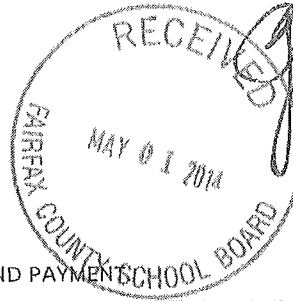
ACCOUNT NUMBER

STATEMENT DATE

04-27-14

NET CHARGES

SCHOOL BOARD CONF TRVL **T0015798
DSUP-SCHOOL BOARD
SCHOOL BOARD OFFICE
8115 GATEHOUSE RD SUITE 5400
FALLS CHURCH VA 22042-1203



FOR RECONCILIATION PURPOSES ONLY. DO NOT SEND PAYMENTS

NAME: SCHOOL BOARD CONF TRVL

CYCLE LIMIT: \$10,000

ACCOUNTING CODE:

CARDHOLDER ACTIVITY

Travel Activity

Post Date	Tran Date	Reference Number	Transaction Description	Amount
04-04	04-02	55541864093004052003091	SPRINGHILL SUITES NORL NEW ORLEANS LA 000005405 ARRIVAL: 04-02-14	653.63

FOR CUSTOMER SERVICE CALL:

FOR LOST/STOLEN CARDS CALL:

FOR TTY/TDD SERVICE CALL:

ACCOUNT NUMBER

STATEMENT DATE:

04/27/14

ACCOUNT SUMMARY

PURCHASES &
OTHER CHARGES

CASH ADVANCES

CREDITS

CASH ADVANCE FEE

NET CHARGES

DISPUTE AMOUNT

SEND BILLING INQUIRIES TO:

JPMORGAN CHASE BANK NA
COMMERCIAL CARD SOLUTIONS
P.O. BOX 2015
MAIL SUITE IL1-6225
ELGIN, IL 60121

SCHOOL BOARD CONF TRVL
DSUP-SCHOOL BOARD
SCHOOL BOARD OFFICE
8115 GATEHOUSE RD SUITE 6400
FALLS CHURCH VA 22042-1203

ACCOUNT NUMBER

STATEMENT DATE: 04/27/14

CARDHOLDER ACTIVITY

Travel Activity

Post	Tran				
Date	Date	Reference Number	Transaction Description	Amount	/

Total Travel Activity