



Name	Title / Travel Purpose	Code	Department	Cost Center	Cost Center
Jim Li	Expenses Month 6	532592	Check Point	General Expenses (Check Point)	736410

Home Office	Car Allowance
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Transaction Dates / Categories (Reimbursable)					
Transaction Date	Daily Allowance: Americas - Africa & Asia	Telecommunication: Cell Phone - OR- Landline	Transportation: Taxi Cab - Lyft, UBER any similar Svcs	Transportation: Train	Total
2023/06/01				■ Y 79.50	■ Y 79.50
2023/06/02	■ Y 390.00				■ Y 390.00
2023/06/08	■ Y 127.31				■ Y 127.31
2023/06/13				■ Y 79.50	■ Y 79.50
2023/06/14	■ Y 80.00				■ Y 80.00
2023/06/15				■ Y 79.50	■ Y 79.50
2023/06/30		■ Y 158.00	■ Y 466.72		■ Y 624.72
Total	■ Y 597.31	■ Y 158.00	■ Y 466.72	■ Y 238.50	■ Y 1460.53

Trans action Date	#	Catego ry	Memo	Custom er	Custom er's Compa ny Name	Home Office (100%)	Meal Type	Numbe r of Family Membe rs	PO # >\$150	PO >\$60	PO# if >\$500	Team Leader/ s	Team Name/s	Ticket ID	TR# for Wifi	Travel Reason	Travel Reques t ID #	Travel- related	Vehicle Type	Re cei pt	Paid By	Reim burse	Tip	Total
<div>■</div> 2023/ 06/30	1	Teleco mmuni cation: Cell Phone -OR- Landlin e	Telecommunication June			No												No		Ye s	Em ploy ee	Yes	0.00 CNY	Y 158.0 0



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2023/ 06/30	2	Transp ortation : Taxi Cab - Lyft, UBER any similar Svcs	Transportation june															No		Yes	Employee	Yes	0.00 CNY	Y 466.72
2023/ 06/15	9	Transp ortation : Train	Shenzhen To GuangZhou by Train															Yes		Yes	Employee	Yes	0.00 CNY	Y 79.50
2023/ 06/14	6	Daily Allowa nce: Americ as - Africa & Asia	Daily Allowance 14/6 in Shenzhen															Yes		Yes	Employee	Yes	0.00 CNY	Y 80.00
2023/ 06/13	8	Transp ortation : Train	GuangZhou to Shenzhen by Train															Yes		Yes	Employee	Yes	0.00 CNY	Y 79.50

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2023/ 06/08	4	Daily Allowa nce: Americ as - Africa & Asia	Daily Allowance 07/6 in Shenzhen															Yes		Yes	Employee	Yes	0.00 CNY	Y 127.3 1
2023/ 06/02	3	Daily Allowa nce: Americ as - Africa & Asia	Daily Allowance 02/6 in ShenZhen															Yes		Yes	Employee	Yes	0.00 CNY	Y 310.0 0
2023/ 06/02	5	Daily Allowa nce: Americ as - Africa & Asia	Daily Allowance 02/6 in Shenzhen															Yes		Yes	Employee	Yes	0.00 CNY	Y 80.00
2023/ 06/01	7	Transp ortation : Train	GuangZhou to Shenzhen by Train															Yes		Yes	Employee	Yes	0.00 CNY	Y 79.50

▼ Rejected ♦ Draft ■ Submitted ● Approved



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	Amount
Sub-total	■ Y 1460.53
Amount Due	■ Y 1460.53

Categories (Reimbursable)	
Category	Amount
Daily Allowance: Americas - Africa & Asia	■ Y 597.31
Telecommunication: Cell Phone -OR- Landline	■ Y 158.00
Transportation: Taxi Cab - Lyft, UBER any similar Svcs	■ Y 466.72
Transportation: Train	■ Y 238.50
Total	■ Y 1460.53

Category	Sun 28	Mon 29	Tue 30	Wed 31	Thu 1	Fri 2	Sat 3	Total
Daily Allowance: Americas - Africa & Asia						■ Y 310.00 ■ Y 80.00		Y 390.00
Transportation: Train					■ Y 79.50			Y 79.50
Total	Y 0.00	Y 0.00	Y 0.00	Y 0.00	Y 79.50	Y 390.00	Y 0.00	Y 469.50

Category	Sun 4	Mon 5	Tue 6	Wed 7	Thu 8	Fri 9	Sat 10	Total
Daily Allowance: Americas - Africa & Asia					■ Y 127.31			Y 127.31
Total	Y 0.00	Y 0.00	Y 0.00	Y 0.00	Y 127.31	Y 0.00	Y 0.00	Y 127.31

Category	Sun 11	Mon 12	Tue 13	Wed 14	Thu 15	Fri 16	Sat 17	Total
Daily Allowance: Americas - Africa & Asia				■ Y 80.00				Y 80.00
Transportation: Train			■ Y 79.50		■ Y 79.50			Y 159.00
Total	Y 0.00	Y 0.00	Y 79.50	Y 80.00	Y 79.50	Y 0.00	Y 0.00	Y 239.00



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Category	Sun 25	Mon 26	Tue 27	Wed 28	Thu 29	Fri 30	Sat 1	Total
Telecommunication: Cell Phone -OR- Landline						■ Y 158.00		Y 158.00
Transportation: Taxi Cab - Lyft, UBER any similar Svcs						■ Y 466.72		Y 466.72
Total	Y 0.00	Y 0.00	Y 0.00	Y 0.00	Y 0.00	Y 624.72	Y 0.00	Y 624.72