

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
I HOURE OFFICE	Cal Allowance

Transaction Dates / Categories (F	Reimbursable)				
Transaction Date	Daily Allowance: Americas - Africa	Telecommunication: Cell Phone -	Transportation: Taxi Cab - Lyft,	Transportation: Train	Total
	& Asia	OR- Landline	UBER any similar Svcs		
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	- #	Catego	Memo	Custom	Custom	Home	Meal	Numbe	PO#	PO	PO# if	Team	Team	Ticket	TR# for	Travel	Travel	Travel-	Vehicle	Re	Paid	Reim	Tip	Total
actio		ry		er	er's	Office	Туре	r of	>\$150	>\$60	>\$500	Leader/	Name/s	ID	Wifi	Reason	Reques	related	Туре	cei	Ву	burse		
n					Compa	(100%)		Family				s					t ID#			pt				
Date					ny			Membe																
					Name			rs																
	1	Teleco	Telecommnunication			No												No		Ye	Em	Yes	0.00	Υ
2023/		mmuni	June																	s	ploy		CNY	158.0
06/30		cation:																			ee			0
		Cell																						
		Phone																						
		-OR-																						
		Landlin																						
		е																						



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Trans actio n Date		Catego	Memo	Custom er	Custom er's Compa ny Name	Office	Meal Type	Numbe r of Family Membe rs		PO# if >\$500	Team Leader/ s	Team Name/s	TR# for Wifi	Reason	Reques t ID #	related	Vehicle Type	cei pt	Ву	Reim burse		Total
2023/ 06/30		ortation : Taxi Cab - Lyft, UBER any similar	Transportation june													No			Em ploy ee	Yes	0.00 CNY	Y 466.7 2
2023/ 06/15 2023/ 06/14	6	ortation : Train Daily Allowa nce: Americ as - Africa	Shenzhen To GuangZhou by Train Daily Allowance 14/6 in Shenzhen													Yes		s Ye	ploy ee	Yes	0.00	Y 79.50 Y 80.00
2023/	8		GuangZhou to Shenzhen by Train													Yes			Em ploy ee	Yes	0.00 CNY	Y 79.50



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Trans actio n Date	#	Catego ry	Memo	er	Custom er's Compa ny Name	Office	Meal Type	Numbe r of Family Membe rs			Team Leader/ s		Ticket ID	TR# for Wifi	Reason	Travel Reques t ID #		Vehicle Type			Reim burse	Tip	Total
•	4	Daily	Daily Allowance 07/6 in														Yes		Ye	Em	Yes	0.00	Y
2023/		Allowa	Shenzhen																s	ploy		CNY	127.3
06/08		nce:																		ee			1
		Americ																					
		as -																					
		Africa																					
		& Asia																					
•	3	Daily	Daily Allowance 02/6 in														Yes		Ye	Em	Yes	0.00	Υ
2023/		Allowa	ShenZhen																s	ploy		CNY	310.0
06/02		nce:																		ee			0
		Americ																					
		as -																					
		Africa																					
		& Asia																					
•	5	Daily	Daily Allowance 02/6 in														Yes		Ye	Em	Yes	0.00	Y
2023/		Allowa	Shenzhen																s	ploy		CNY	80.00
06/02		nce:																		ee			
		Americ																					
		as -																					
		Africa																					
		& Asia																					
•	7		GuangZhou to														Yes		Ye	Em	Yes	0.00	Y
2023/		ortation	Shenzhen by Train																s	ploy		CNY	79.50
06/01		: Train																		ee			
	щ.		Cubmitted Approved	1			l			l		L	l	I									

[▼]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:						Y 310.00		Y 390.00
Americas - Africa &						■Y 80.00		
Asia								
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:					■Y 127.31			Y 127.31
Americas - Africa &								
Asia								
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:				■Y 80.00				Y 80.00
Americas - Africa &								
Asia								
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:						■Y 158.00		Y 158.00
Cell Phone -OR-								
Landline								
Transportation: Taxi						■Y 466.72		Y 466.72
Cab - Lyft, UBER any								
similar Svcs								
Total	Y 0.00	Y 624.72	Y 0.00	Y 624.72				