

Tr Expense details	Category	Budget	Cost	Transaction date	Paid by	Tr Notes
Visa application process	Travel documents	\$0.00	\$0.00			No need for visa cost as the location is in my home country
Flights	Transportation	\$140.00	\$123.45	07/09/2024	xxxxxxx	flight tickets booked in advance of my departure on the 22/11/2024
Accommodation	Hotel	\$130.00	\$125.04	10/11/2024	xxxxxxx	Hotel book at the resort ahead of my arrival
Taxi fairs	Local transportation	\$20.00	\$14.00	23/11/2024	xxxxxxx	Notes
Meals	Food and drinks	\$80.00	\$60.00	23/11/2024	xxxxxxx	Notes
Activities	Events	\$50.00	\$36.00		xxxxxxx	Notes
Total cost		\$420.00	\$358.49			Notes