

TOP

TOP

TOP

# NON-EMPLOYEE CERTIFICATION

Do not send sensitive information such as home addresses, complete credit card or social security numbers.

***Fax this page to: 866-428-9026***

## Report Summary

Report Key :	1014146
Report/Trip Name :	K. Erickson-BML Fashion Show
Trip Type :	5. Entertainment - Business
User Name :	Katie Erickson
Start Date :	04/05/2025
End Date :	04/05/2025
Report Total :	\$168.86
Report Total :	\$168.86
Amount University Paid :	\$0.00
Personal Expenses :	\$0.00
Amount Due User :	\$168.86

## Required Receipts

☐ 04/05/2025; Entertainment Meal, Over 10 Guests; \$168.86;

By signing this report, I certify that the amounts claimed are a true statement of the expenses incurred on official University business or entertainment and that the original of all required receipts has been submitted, whether scanned or faxed.

---

Non-Employee Signature

BOTTOM

BOTTOM

BOTTOM

## To fax your receipts:

- **Print** the fax cover page using the quality standards listed below.
- **Prepare** receipts. Either make photocopies, use a clear faxing jacket, or tape receipts to sheets of paper if your fax machine accepts these.
- **Fax** the cover page and receipts to: **866-428-9026**
- **Check** the report for the attachments. Keep all receipts until the expense report has been paid.

## Quality checklist:

- Use the **highest resolution** possible on your printer
- Print on **plain white** paper
- Print using **portrait** orientation, not landscape
- Make sure the print is **dark and clear**, with no smudges, streaks, or marks
- Check that there are **three barcodes** with the words **TOP** and **BOTTOM**
- Place the pages so the **cover page** is faxed first
- Place the pages **facing correctly** (face down for most fax machines)
- Feed the pages as **straight** as possible
- Set the fax machine to **Fine Resolution** and turn **Polling Off**
- Make sure that **halftone** or **photo** mode is not on


## To fax receipts again:

If you want to submit additional receipts for the same expense report, or if your receipts appear unclear, fax the additional receipts using the same cover page as before. The newly faxed receipts will be appended to the receipts faxed earlier.

## Reimbursement for Bodega Lunch



Katie Erickson <kerickson@ucdavis.edu>

To  EVE Business Office Requests



2:44 PM

Constance

 Follow up. Start by Wednesday, April 23, 2025. Due by Wednesday, April 23, 2025.



pele\_deli\_45.jpg

4 MB



Hi EVE Office,

I purchased lunch for my models and collaborators on 4/5/2025 when I was at BML for my fashion show and was hoping to get the expense reimbursed off my bilinski award chart string is 3110-E0356-BEVE003-770006-78-000-FPBEVE2123-000000-KEBFLW-0000000-00000.

The attendees were Kyndall Zeller, Shreya Banerjee, Madison Armstrong, Kenzie Pollard, Natasha Dhamrait, Grace Callahan, Serina Moheed, Claire Murphy, Deva Holliman, Sitoë Thiam, Anna Goetter, Erica Goodwin, Jon Aguinaga and myself.

I've attached a receipt. Let me know if you need any further info!

Best,  
Katie

Sat, Apr 5, 2025 @ 12:45am - 3:00pm

● ● ● ● ● ● ●

+ Add to my Calendar >

📍 2099 Westshore Road Bodega Bay, CA 94923

📍 [View on Google Maps](#)

Join us for *Artistic Visions of Coastal Renewal*, a showcase and celebration at the Bodega Marine Laboratory on April 5 from 12:30-3pm! Three Billinski Fellowship at BML recipients and their collaborators will showcase their cross-disciplinary projects:

- *Exaptive Potential*, an eco-trash fashion show by n-girls collective;
- *...all dripping in tangles green...*, a dance performance inspired by kelp life history and kelp forest regrowth by Linda Bair Dance Company;
- *And This Mite-y Beetle Buries the Dead to Start a Family*, a video produced by KQED's Deep Look on the life of a burying beetle.

The project presentations will be followed by a reception with light refreshments.

Learn more and reserve your free ticket here:

coastal-renewal.eventbrite.com



PELICAN PLAZA GROCERY & DELI  
1400 N. HIGHWAY 1  
BODEGA BAY CA 94923  
(707) 875-2522

		DON
1001 01 01189073 04/05/25 11:42am	002	
DELI SANDWICH+EX	\$10.99	F
SERV DELI	\$0.50	F
DELI SANDWCH+2EX	\$11.99	F
SERV DELI	\$0.50	F
DELI SANDWICH+EX	\$10.99	F
DELI SANDWCH+2EX	\$11.99	F
DELI SANDWCH+2EX	\$11.99	F
SERV DELI	\$0.50	F
DELI SANDWCH+2EX	\$11.99	F
SERV DELI	\$1.00	F
SERV DELI	\$1.00	F
DELI SANDWCH+2EX	\$11.99	F
DELI SANDWCH+2EX	\$11.99	F
DELI SANDWICH+EX	\$10.99	F
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DELI SANDWCH+2EX	\$11.99	F
DELI SANDWICH+EX	\$10.99	F
SERV DELI	\$3.00	F
DELI SANDWICH+EX	\$10.99	F
SUBTOTAL	\$168.86	
TOTAL	\$168.86	

VISA \$168.86

04/05/2025 11:43:23

VISA CREDIT Entry Method: Chip

CARD #: XXXXXXXXXXXX4864

PURCHASE - APPROVED

AUTH CODE: 07525D

Mode: Issuer

AID: A0000000031010

TVR: 8000008000

IAD: 06011203A02000

TSI: 6800

ARC: 00

TC: C93411144A8A6A83

MID: 813113 TID: 001 SEQ: 011481

Total: USD\$ 168.86

CHANGE \$0.00

# OF ITEMS: 21  
THANKS FOR SHOPPING WITH US!!