

FaxCover

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Travel Expense Reimbursement



In order to validate your request for processing, you must complete the following:

- Print out this page by clicking the print button above. Take this Cover Page (page has barcode) and supporting documentation, ie. itemized hotel receipts, parking receipts and itemized meal receipts (if required) to your BookKeeper/Secretary.
- BookKeeper/Secretary using the print out page as cover sheet, FAX the support document to **805-1280** to electronically attach the backup to travel reimbursement request.
- BookKeeper/Secretary should retain this cover page and supporting documents in file for audit purpose.
- PLEASE MAKE SURE THIS PAGE IS THE FIRST PAGE WHEN YOU SEND THE FAX AND NO other barcodes appear on your supporting documents as this could interfere with this fax cover's barcode. If your documents contain barcodes, you can black them out with a black marker, or use liquid paper or cover them with any other material.

Failure to complete these steps will cause your request to be cancelled. If you have any questions, please email them to jvilla5@nelisd.net at the Accounting Department.



056200031188

Travel Reimbursement ID 31188 (Roberto Lozano-408 Travel ID: 82614) Input by: Andrea Smith

Itemized Expenses:

Date	Lodging	Meals	Miles	@ Current Rate	Other	Description	Total
04/19/2017	\$0.00	\$11.90	0	\$0.00	\$0.00	Lodging paid by CAF check.	\$11.90
04/20/2017	\$0.00	\$39.82	0	\$0.00	\$20.00	Other charge is for parking.	\$59.82
04/21/2017	\$0.00	\$35.04	0	\$0.00	\$0.00	Lodging paid by CAF check.	\$35.04
04/22/2017	\$0.00	\$44.59	0	\$0.00	\$20.00	Other charge is for parking.	\$64.59
04/23/2017	\$0.00	\$31.69	0	\$0.00	\$75.00	Other charges are for airport parking and gas for rental.	\$106.69
Total:	\$0.00	\$163.04	0	\$0.00	\$115.00		\$278.04

Total Expense: \$278.04
 Less Advance: \$0.00
 Due NEISD/DUE Undersigned: \$278.04

Account Code Information:

Account Code	Amount
	Total: \$0.00

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R. Lozano # 82614



1902 Westheimer Rd
Houston, TX 77098
(713) 528-9020

109 Christin

Chk 4859 ROBERT Gst 1
Apr 19 '17 10:12PM

Dine In

1 CANIAC COMBO 10.99
NSL XT
LG FOUNTAIN DRNK
XXXXXXXXXXXX3505
MasterCard 11.90

Subtotal 10.99
TAX 0.91
Payment 11.90

** Customer's Copy **

Goode Co. Barbeque #2
8911 Katy Freeway
Houston, TX 77024
713-464-1901

Server: Graciela 04/20/2017
Fast Close/1 6:56 PM
Guests: 1 20268

BBQ Dinner Two Meat 17.50
Pecan Pie - Slice 5.25
Beverage 2.95

Subtotal 25.70
Tax 2.12

Total 27.82

Cash 30.00
Change 2.18

--- DON'T FORGET YOUR
PARTY PACK FOR YOUR NEXT EVENT ---
ASK YOUR CASHIER FOR DETAILS!
LIKE US ON FACEBOOK!

760-906

DATE 4-20-17

LOCATION LAMPARK AVE. 70⁰⁰

DETACH FOR PARKING RECEIPT

760-906

NUMBER MUST BE VISIBLE TO BE VALID

THIS CONTRACT LIMITS OUR LIABILITY - READ IT

This ticket licenses the holder to park one automobile in this area at holder's risk. Lock your car. The licensor hereby declares it is not responsible for fire, theft, damage to or loss of such automobile or any article left therein. Only a license is granted and no bailment is created.

TICKET COVERS ONLY DAY PURCHASED NO IN AND OUT PRIVILEGES

PLACE ON DASH
THIS SIDE UP

128098

FAMOUS
HUBCAP GRILL
1111 PRAIRIE
HOUSTON, TX
713-223-5885
09:55 04-20-2017
MC NO. 0000 5931
BURGERS \$6.99T1
FRIES \$2.25T1
SODAS \$1.85T1

SUBTOTAL \$11.09
TAX1 \$0.91
TOTAL-TAX \$0.91

TOTAL \$12.00
CASH \$20.00
CHANGE \$8.00

THANK YOU
HAVE A NICE DAY
PLEASE COME AGAIN!

Thank you!!
McAlister's Deli
1001-D Avenida De Las
Americas
(832) 940-0660

15

Host: Stanley 04/21/2017
15 4:23 PM
Order Type: Dine-In 20194

CHICKEN SALAD SANDWICH 7.25
SUB SOUP 2.49
UNSWEET TEA 1.85

Subtotal 11.59

Sales Tax 0.96

Dine-In Total 12.55

Master 12.55
Auth:162457

Chili's Grill & Bar
Sawyer Heights #1450
2425 Katy Fwy
Houston, TX 77007-3608

Server: Chris DOB: 04/21/2017
09:06 PM 04/21/2017
Table 63/2 1/10110

SALE

MASTERCARD 2097178
Card #XXXXXXXXXX3505
Magnetic card present: LOZANO JR ROBERTO
Card Entry Method: S

Approval: 210735

Amount: \$17.49
+ Tip: 5.00
= Total: 22.49

I agree to pay the above
total amount according to the
card issuer agreement.

X

Earn Plenti Points and Save
My Chili's + Plenti
Chilis.com/Rewards

Gift Card activation is
delayed by 4 hours.

Guest Copy

753-127



DATE 4-22-17
LOCATION Minute Maid Park AMT. 20.00
DETACH FOR PARKING RECEIPT

753-127



NUMBER MUST BE VISIBLE TO BE VALID

THIS CONTRACT LIMITS OUR LIABILITY - READ IT

This ticket licenses the holder to park one automobile in this area at holder's risk. Lock your car. The licensor hereby declares it is not responsible for fire, theft, damage to or loss of such automobile or any article left therein. Only a license is granted and no bailment is created.

TICKET COVERS ONLY DAY PURCHASED
NO IN AND OUT PRIVILEGES

PLACE ON DASH
THIS SIDE UP

124008

STAND Union Station 127
Houston TX

2771 Tanae

1956 APR22'17 5:58PM

Concessions	
1 FOOT LONG DOG	7.75
1 FRENCH FRY	5.50
1 SOUVENIR SODA	8.50
Subtotal	21.75
Total Paid	21.75
XXXXXXXXXXXX3505	XX/XX
MASTERCARD	21.75

Thank you for visiting us
at
Minute Maid Park

Enter to win a
\$250 VISA Gift Card
By sharing your feedback
at www.fansurvey.net

Thank you!!
McAlister's Deli
1001-D Avenida De Las
Americas
(832) 940-0660

33

Host: Stanley 04/22/2017
Cashier: McPhatter
33 11:33 AM
REPRINT# 1 20013
Order Type: Dine-In

FRENCH DIP 8.59
SUB SOUP 2.49
~~SWEET TEA (3 @1.05) 5.55~~
LEMONADE 2.26
~~UNSWEET TEA (2 @1.05) 3.70~~

Subtotal 22.59
Sales Tax 1.86
Dine-In Total 24.45
Master 24.45
Auth:133148



WHATABURGER

Restaurant 1079
1110 Silber Rd.
Houston, TX 77055
(713)956-4061

General Manager - James Brown Jr.
1-800-6Burger

4/22/2017 10:16:10 PM
Order 291265 Cashier: Faith H

1 MONTEREY MELT WHATAMEAL 7.99
ADD LETTUCE 0.00
ADD PICKLES 0.00
***** 0.00
FRIES 0.00
DRINK 0.00
WHATASIZE TO LG 0.79

SubTotal 8.78
Tax 0.72
Total 9.50

Master Card 9.50
Acct:XXXXXXXX3505
Approval:221653



WHATABURGER

Restaurant 398
12806 IH 35 North
Live Oak, TX 78233
(210)654-9405
General Manager - Anita Duran
1-800-6Burger

4/23/2017 2:04:22 PM
Order 529901 Cashier: Elaine S

1 GRILLED CHEESE SANDWICH 1.79
***** 0.00
Bacon 1 SLICE 0.40
***** 0.00
MEDIUM FRIES 1.99
1 LG DR PEPPER 2.24
1 #1 ML WHATABURGER 6.19
SUB MAYO 0.00
LARGE CHEESE 0.50
***** 0.00
FRIES 0.00
MD OP 0.00
1 #2 ML-DOUBLE MEAT WB 7.34
LARGE CHEESE 0.50
LARGE CHEESE 0.50
ADD MAYO 0.00
ADD KETCHUP 0.00
***** 0.00
FRIES 0.00
MEAL LG TEA 0.00
WHATASIZE TO LG 0.79
SubTotal 22.24
Tax 1.83
Total 24.07

Master Card 24.07
Acct:XXXXXXXX3505
Approval:140504

EUC-EE'S
10070 West IH-10
Luling TX

ORDER #954

31S SSG ROLL 2 \$3.98

4OL STRWB CRW CHSE 4 \$5.16

MASTER TRAN

4 CNTRY PPR BF JPKY \$10.40

TRU SSG EGG CHSE TACO \$2.49

Sub Total \$22.03

Tax \$0.53

Total \$22.56

Master Card: \$22.56

Change \$0.00

Master Card

Card Num : (S) XXXXXXXXXXXX3505

Terminal : 800000033614101

Approval : 110900

(979)-238-6390

POS: 35 Cashier: Jon, Tagu
4/23/2017 1:08:15 TRAN:05111

INSERT
THIS END UP

SAN ANTONIO
INTL. AIRPORT
RECEIPT A44
ENTRY TIME:
04/18/17 18:41
EXIT TIME:
04/23/17 13:48
PARK-DUR.: 0:HR5:M
4:19:07

AMOUNT:
\$ 55.00

KIND OF PAYMENT:
MASTERCARD

XXXXXXXXXXXX3505

THANK YOU FOR YOUR
SALSA

Welcome to Shell

3835 NE LOOP 1604
SAN ANTONIO TX 78109

SHELL

3835 E LOOP 1604 N

CONVERSE, TX

78109

12484082008

04/23/2017 770358874

11:59:45 AM

*** REPRINT *** REPRINT *** REPRINT ***

PUMP# 14

REGULAR 9.137G

PRICE/GAL \$2.189

FUEL TOTAL \$ 20.00

*** REPRINT *** REPRINT *** REPRINT ***

DEBIT \$ 20.00

XXXXXXXXXXXX3505

Debit

Swiped

APPROVED

AUTH # 884585

INV # 466466

Verified by PIN

Bonus Savings
Join Fuel Rewards...
and earn \$0.10/gal
when you buy Shell
V-Power Nitro+. See
www.fuelrewards.com
for terms/conditions
- Offer ends 6/4/17.

Come Back Soon

Please come again



PRESENTED BY **QUALCOMM**

***FIRST*[®] Robotics Competition Schedule Houston, TX**

Wednesday, April 19, 2017

11:00 AM – 5:00 PM	<i>FIRST</i> Innovation Faire & Scholarship Row – Level 3
1:00 PM – 4:00 PM	<i>FIRST</i> Robotics Competition Team Load-In – 5 Team Reps
2:00 PM – 8:30 PM	<i>FIRST</i> Robotics Competition Machine Shop Open
3:30 PM – 4:30 PM	<i>FIRST</i> Robotics Competition Fields Open to Teams for Measurement
4:00 PM – 8:00 PM	<i>FIRST</i> Championship Conferences
4:00 PM – 8:30 PM	<i>FIRST</i> Robotics Competition Pits Open
5:00 PM – 5:30 PM	<i>FIRST</i> Robotics Competition Driver's Meeting – Galileo Field stands
6:00 PM – 8:00 PM	<i>FIRST</i> Robotics Competition Practice Matches
8:30 PM	<i>FIRST</i> Robotics Competition Pits and Machine Shop Close

Thursday, April 20, 2017

7:00 AM	Convention Center Open
7:00 AM – 5:30 PM	<i>FIRST</i> Robotics Competition Pits and Machine Shop Open
8:00 AM – 8:30 AM	<i>FIRST</i> Robotics Competition Fields Open to Teams for Robot Sensor Calibration
8:30 AM – 4:30 PM	<i>FIRST</i> Championship Conferences – Level 3
8:30 AM – 5:00 PM	<i>FIRST</i> Robotics Competition Qualification Matches
10:00 AM – 6:00 PM	<i>FIRST</i> Innovation Faire & Scholarship Row – Level 3
11:00 AM – 1:00 PM	<i>FIRST</i> Robotics Competition Division Break – Carver-Newton
11:30 AM – 1:30 PM	<i>FIRST</i> Robotics Competition Division Break – Galileo-Roebling
12:00 PM – 2:00 PM	<i>FIRST</i> Robotics Competition Division Break – Hopper-Turing
5:30 PM	<i>FIRST</i> Robotics Competition Pits and Machine Shop Close
6:00 PM – 7:30 PM	<i>FIRST</i> Welcome Party sponsored by NRG – Discovery Green



PRESENTED BY **QUALCOMM**

Friday, April 21, 2017

7:00 AM	Convention Center Open
7:00 AM – 7:00 PM	FIRST Robotics Competition Pits & Machine Shop Open
8:00 AM – 6:30 PM	FIRST Robotics Competition Qualification Matches
8:30 AM – 4:30 PM	FIRST Championship Conferences – Level 3
10:00 AM – 4:00 PM	FIRST Innovation Faire – Level 3
11:00 AM – 1:00 PM	FIRST Robotics Competition Division Break – Hopper-Turing
11:30 AM – 1:30 PM	FIRST Robotics Competition Division Break – Carver-Newton
12:00 PM – 2:00 PM	FIRST Robotics Competition Division Break – Galileo-Roebbing
7:00 PM	FIRST Robotics Competition Pits and Machine Shop Close

Saturday, April 22, 2017

6:45 AM	Convention Center Open
6:45 AM – 3:00 PM	FIRST Robotics Competition Pits and Machine Shop Open
7:30 AM – 8:30 AM	FIRST Robotics Competition Division Award Ceremonies and Alliance Selections
8:30 AM – 3:00 PM	FIRST Robotics Competition Team Load Out
9:30 AM – 12:30 PM	FIRST Robotics Competition Sub-Division Playoff Matches
12:30 PM – 4:00 PM	FIRST Robotics Competition Break
1:15 PM	FIRST Robotics Competition Robot Parade from George R Brown Convention Center Hall to Minute Maid Park
3:00 PM	FIRST Robotics Competition Pits and Machine Shop Closed
4:00 PM – 8:00 PM	FIRST Robotics Competition Championship Matches, Awards, and Closing Ceremony – Minute Maid Park

All times are subject to change.

Updated 04/07/17