

FaxCover

Page 1 of 1



# 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@neisd.net](mailto:jvilla5@neisd.net) at the Accounting Department.



056200032002

**Travel Reimbursement ID 32002 (Christina Moreno-408 Travel ID: 83538) Input by: Karol Rademacher**

## Itemized Expenses:

Date	Lodging	Meals	Miles	@ Current Rate	Other	Description	Total
07/31/2017	\$0.00	\$0.00	20	\$10.70	\$1,550.00	Other charge is for CAD Inventor Training Registration.	\$1,560.70
08/01/2017	\$0.00	\$0.00	20	\$10.70	\$0.00	Mileage to and from training.	\$10.70
08/02/2017	\$0.00	\$0.00	20	\$10.70	\$0.00	Mileage to and from training.	\$10.70
08/03/2017	\$0.00	\$0.00	20	\$10.70	\$0.00	Mileage to and from training.	\$10.70
08/04/2017	\$0.00	\$0.00	20	\$10.70	\$0.00	Mileage to and from training.	\$10.70
Total:	\$0.00	\$0.00	100	\$53.50	\$1,550.00		\$1,603.50

Total Expense: \$1,603.50  
 Less Advance: \$0.00  
 Due NEISD/DUE Undersigned: \$1,603.50

## Account Code Information:

Account Code	Amount
	Total: \$0.00

Copyright© 2005 North East Independent School District.



# Sales Receipt

Date: July 31, 2017  
Receipt # 008763nu521

**Sold To** Christina Alexandra Moreno  
NEISD Engineering &  
Technologies Academy at  
Roosevelt High School  
5110 Walzem Rd  
San Antonio, Texas 78218  
210-867-6911  
Customer ID n/a

Payment Method	Check No.	Job
Customer must pay at the door w/Credit Card, Seat 15	N/A	N/A

Qty	Item	Description	Unit Price	Discount	Line Total
1	CAD Inventor	Training 2017 Inventor Course 80hr  Bundle Package A: All Course materials & Videos on 1 USB drive, 32 weeks course work  Note: Seat 15	\$1550.00		\$1550.00
			<b>Total Discount</b>		

**Subtotal** \$1550.00  
**Sales Tax** 0.00  
**Total** \$1550.00

Billing Address: 4251 Dental Drive  
SAN ANTONIO, Texas 78247  
Method of Payment: Credit CARD MasterCard  
VISA  
Finance: 0.00

Thank you for your business!  
Unmanned Propulsion Training Site Division Tel: 1-888-755-5570 ext107 Fax: 1-888-715-4110  
5889 S Williamson Blvd Suite 327 Port Orange, Florida 32128

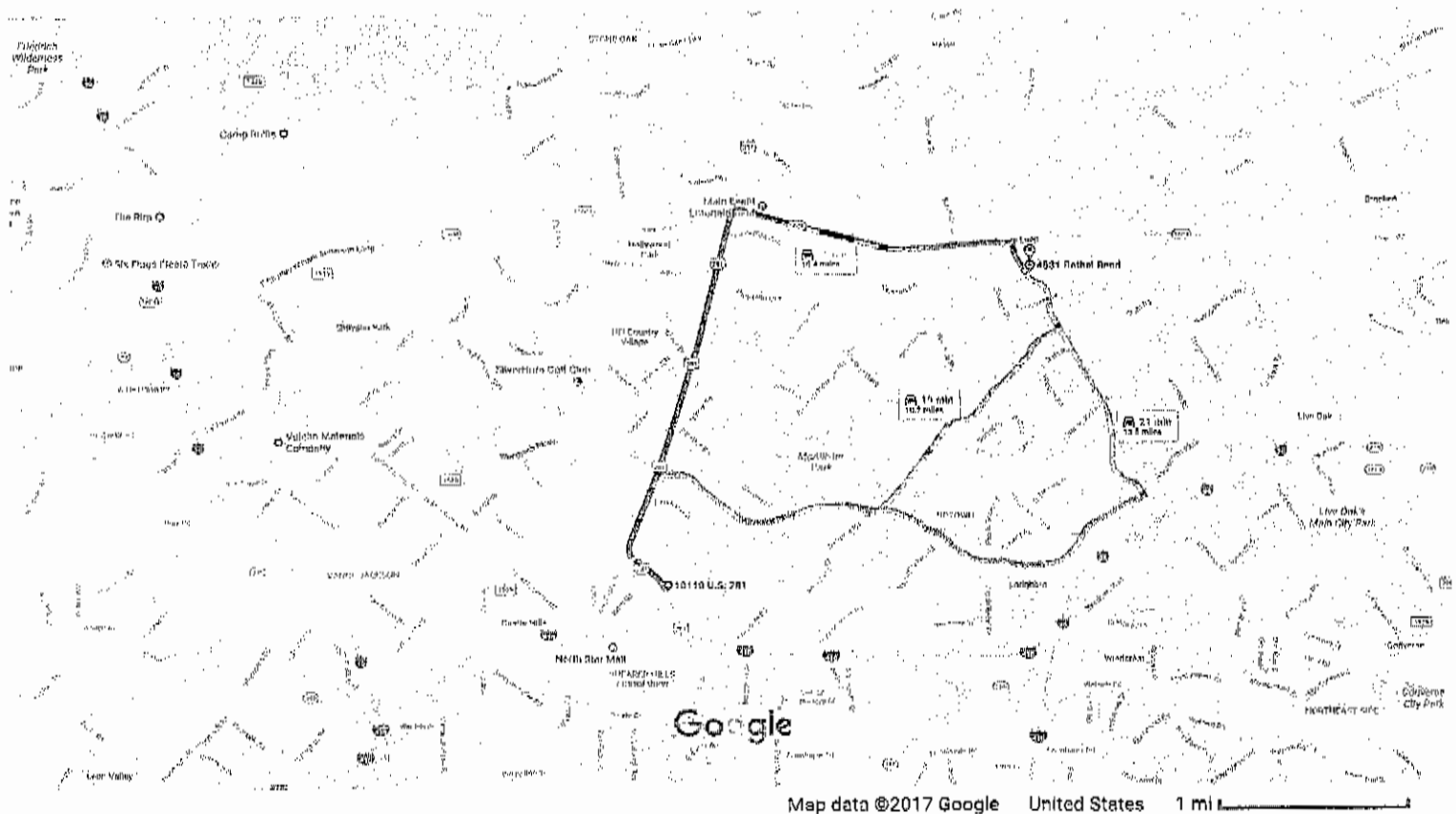
8/9/2017

10110 U.S. 281, San Antonio, TX to 4531 Bethel Bend, San Antonio, TX 78247 - Google Maps

Google Maps

10110 U.S. 281, San Antonio, TX to 4531 Bethel Bend, San Antonio, TX 78247

Drive 10.4 miles, 15 min



10110 US-281

San Antonio, TX 78216

Get on US-281 N from McAllister Fwy

2 min (0.6 mi)

- ↑ 1. Head west
- ↶ 2. Turn left toward McAllister Fwy
- ↷ 3. Turn right toward McAllister Fwy
- ↷ 4. Turn right onto McAllister Fwy
- ⤴ 5. Use the right lane to take the ramp onto US-281 N

210 ft

203 ft

95 ft

0.3 mi

0.2 mi

Continue on US-281 N. Take TX-1604 Loop E to N Loop 1604 E. Take the exit toward O'Connor Rd from TX-1604 Loop E/W Loop 1604 N E




9 min (9.1 mi)

- ⤴ 6. Merge onto US-281 N

4.9 mi







8/9/2017

10110 U.S. 281, San Antonio, TX to 4531 Bethel Bend, San Antonio, TX 78247 - Google Maps

-  7. Use the 2nd from the left lane to take the Loop 1604 W/Loop 1604 E exit 0.3 mi
-  8. Keep right at the fork, follow signs for Texas 1604 Loop E and merge onto TX-1604 Loop E/W Loop 1604 N E 3.7 mi
-  9. Take the exit toward O'Connor Rd 0.2 mi

**Take O'Connor Rd to Bethel Bend**

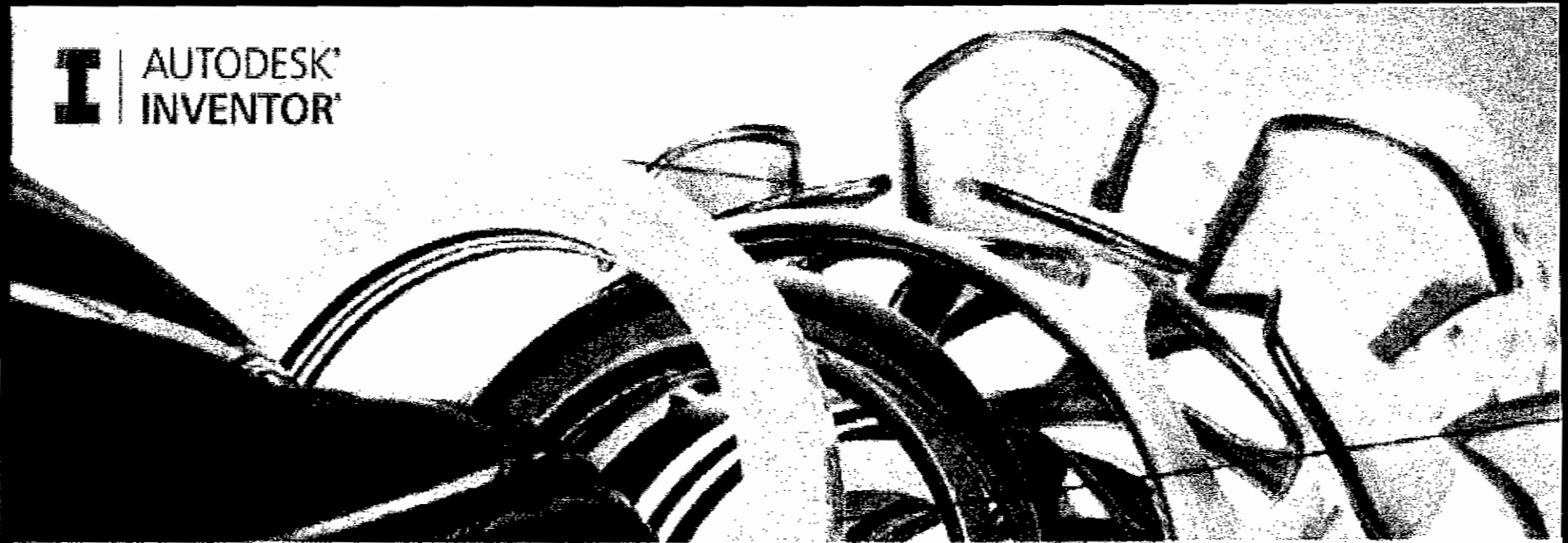
2 min (0.7 mi)

-  10. Merge onto N Loop 1604 E 0.1 mi
-  11. Turn right onto O'Connor Rd 0.5 mi
-  12. Turn left onto Rhyse Grove 499 ft
-  13. Turn left at the 1st cross street onto Ashley Path 187 ft
-  14. Turn right onto Bethel Bend  
 Destination will be on the left 62 ft

**4531 Bethel Bend**

San Antonio, TX 78247

These directions are for planning purposes only. You may find that construction projects, traffic, weather, or other events may cause conditions to differ from the map results, and you should plan your route accordingly. You must obey all signs or notices regarding your route.



## Certified Professional

In recognition of a commitment to professional excellence, this certifies that

**Christina Alexandra Moreno**

has successfully completed the program requirements of

**Autodesk Certified Professional:**

**Completed 80 hours of Training**

090088403

This number certifies that the recipient has successfully completed all program requirements.



Autodesk reserves the right to modify the requirements of the Autodesk Certified Professional program at any time without notice. The Autodesk Certified Professional program is a registered trademark of Autodesk, Inc. All rights reserved.

August 04, 2017

Date

A handwritten signature in cursive script that reads 'Carl Bass'.

Carl Bass  
President, Chief Executive Officer