

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, i.e. 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 at the Accounting Department.



056200029261

Travel Reimbursement ID 29261 (Roberto Lozano-408 Travel ID: 78878) Input by: Andrea Smith

Itemized Expenses:

Date	Lodging	Meals	Miles	@ Current Rate	Other	Description	Total
06/27/2016	\$0.00	\$20.74	0	\$0.00	\$0.00	Lodging paid by SAF check	\$20.74
06/28/2016	\$0.00	\$42.00	0	\$0.00	\$0.00	Lodging paid by SAF check	\$42.00
06/29/2016	\$0.00	\$37.80	0	\$0.00	\$24.00	Parking is other charges	\$61.80
06/30/2016	\$0.00	\$73.41	0	\$0.00	\$5.00	Parking is other charges	\$78.41
07/01/2016	\$0.00	\$20.76	0	\$0.00	\$0.00	Lodging paid by SAF check	\$20.76
07/02/2016	\$0.00	\$43.46	0	\$0.00	\$66.00	Parking is other charges	\$109.46
Total:	\$0.00	\$238.17	0	\$0.00	\$95.00		\$333.17

Total Expense: \$333.17
 Less Advance: \$0.00
 Due NEISD/DUE Undersigned: \$333.17

Account Code Information:

Account Code	Amount
	Total: \$0.00

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2016 National TSA Conference

Schedule at a Glance

(Tentative)

MONDAY, June 27, 2016

5:00PM — 11:00PM	TSA, Inc. Board of Directors Meeting	Delta Island Boardroom
5:00PM — 11:00PM	National TSA Officers Meeting	Washington A

TUESDAY, June 28, 2016

12:00PM — 7:00PM	Conference Registration	Delta Ballroom Foyer
2:00PM — 3:00PM	CRC Managers Meeting	Jackson E
3:00PM — 4:00PM	National TSA Officer Candidates Meeting	Jackson D
3:00PM — 4:00PM	Mandatory Competitive Event Coordinators Meeting	Bayou A
4:00PM — 5:00PM	Advisors Welcome	Delta Ballroom A
5:00PM — 8:00PM	Competitive Events Check-In (for selected events)	Various Locations
6:30PM — 8:30PM	Competitive Event Check-In (for selected events)	Various Locations
9:00PM — 9:30PM	Required sign-up for presentation times	Various Locations
7:00PM — 8:00PM	*TEAMS – Welcome	Delta Ballroom A
7:30PM — 8:45PM	Conference Kick-Off!	Ryman Exhibition Hall B4
9:00PM — 11:00PM	State Delegation Meetings	Various Locations
12:00 Midnight	Curfew	

WEDNESDAY, June 29, 2016

7:15AM — 8:45AM	State Flag Representatives Meeting	Delta Ballroom
8:00AM — 8:00PM	*TEAMS Competition (assigned times)	Various Locations
9:00AM — 11:00AM	Opening General Session (General Session I)	Delta Ballroom
9:00AM — 5:00PM	Information Desk Open	Delta Registration Desk C
11:30AM — 12:30PM	Advisor Update Meeting	Delta Ballroom A
11:30AM — 7:00PM	Competitive Events (selected events submit 7-8 AM)	Various Locations
11:30AM — 6:00PM	Special Interest Sessions	Various Locations
12:30PM — 3:00PM	State Advisor Forum	Delta Island E
1:00PM — 2:00PM	State Presidents Meeting	Delta Island D
3:00PM — 5:00PM	Submit Middle School Display Events	Ryman Exhibit Hall B4
4:00PM — 6:00PM	Submit High School Display Events	Ryman Exhibit Hall B4
5:00PM — 6:00PM	Alumni/ Graduating Senior Reception	Delta Island F
5:30PM — 6:30PM	TSA Region 1-5 Meeting	
	Region 1	Governor's Chamber A
	Region 2	Governor's Chamber B
	Region 3	Governor's Chamber C
	Region 4	Governor's Chamber D
	Region 5	Governor's Chamber E
6:00PM — 11:30PM	State Delegation Meetings	Various Locations
12:00 Midnight	Curfew	

THURSDAY, June 30, 2016

8:00AM — 4:00PM	*TEAMS Competition (assigned times)	Ryman Exhibition B5
9:00AM — 11:00AM	Recognition Assembly (General Session II)	Delta Ballroom
9:00AM — 5:00PM	Information Desk Open	Delta Registration Desk C
11:00AM — 7:00PM	Competitive Events	Various Locations
11:00AM — 6:00PM	Special Interest Sessions	Various Locations
11:30AM — 12:30PM	Advisor Update Meeting	Delta Ballroom A
11:30AM — 7:00PM	Competitive Events (selected events submit 7-8 AM)	Various Locations
1:00PM — 2:15PM	MS Student Leadership Challenge Experience	Delta Ballroom A
1:00PM — 5:00PM	TSA Meet and Greet	Delta Ballroom Lobby
3:30PM — 4:45PM	HS Student Leadership Challenge Experience	Delta Ballroom A
7:00PM — 8:30PM	*TEAMS – Awards Ceremony	Delta Ballroom A
8:00PM — 11:30 PM	State Delegation Meetings	Various Locations
12:00 Midnight	Curfew	

FRIDAY, July 1, 2016

8:00AM — 9:15AM	MS Student Leadership Challenge Experience	Delta Ballroom A
8:30AM — 10:30AM	TSA, Inc. Corporate Board Annual Meeting	Canal A
9:00AM — 5:00PM	Information Desk Open	Delta Registration Desk C
9:00AM — 7:00PM	Competitive Events	Various Locations
10:00AM — 11:15AM	HS Student Leadership Challenge Experience	Delta Ballroom A
11:00AM — 6:00PM	Special Interest Sessions	Various Locations
11:30AM — 12:30PM	Advisor Update Meeting	Delta Ballroom A
1:00PM — 1:45PM	CRC/Students Forum	Jackson A
1:45PM — 2:30PM	CRC/Advisors Forum	Jackson A
3:30PM — 4:30PM	TSA, Inc. Board of Directors Meeting (new board)	Delta Island D
5:30PM — 6:00PM	Voting Delegate Seating	Delta Ballroom A
7:00PM — 9:00PM	Annual Business Meeting (General Session III)	Delta Ballroom
12:00 Midnight	Curfew	

SATURDAY, July 2, 2016

8:00AM — 11:00AM	Awards Ceremony (General Session IV)	Delta Ballroom
12:00PM — 1:00PM	National TSA Officers Meeting (new officers)	Washington A

*TEAMS – Tests of Engineering Aptitude, Mathematics and Science

K. Lozano 78878

0

Famous Famiglia

Check#: 755061 Register#: 1
Date: 06/27/16 Time: 06:05am

[Seat 1]
1 Fountain Drink 22oz \$2.59
1 Ham & Egg Stromboli \$5.99

Subtotal: \$8.58
Tax:: \$0.71
Sub w/ Tax \$9.29
Amt Due: **\$9.29**

Mastercard \$9.29

Thanks For Dining with us
Have a Great Day!

To Find All of Our Locations
Please Visit Our Web Site
WWW.FamousFamiglia.com



Cracker Barrel Store #13
Nashville, TN

864669 makeeta W

2

TBL 143/4 7411

JUN27'16 11:09AM

1 FOUNT DRINK 2.29
1 MOM-TST MAPLE 8.19
OVER MED

BACON

Subtotal 10.48
State&Local Tax 0.97
Total **11.45**

REF: 123546

AUTHCODE: 980576

XXXXXXXXXXXX3505

DEBIT CARD 11.45

772912 CLOSED JUN27 12:00PM

Thank You

Please Come Back

www.CrackerBarrel.com

PANCAKE PANTRY

PLEASE COME AGAIN

Check 10186

Station 1
SERVERS: #20

TUE 6/28/16 10:54am

1 DINE IN 15.98
1 EGGS AND CAKES 0.00
1 COUNTRY HAM 0.00
1 DIET COKE 0.00

Sub/Ttl 15.98
Tax 1.48

DINE IN 17.45

CASH 100.00

Change 82.54

TURN OVER FOR A FREE FRY & DRINK

Dine-In 16

CHARLEY'S GRILLED SUBS
OPRY MILLS MALL
STORE 00698

Server: Melissa C.
Printed By: Melissa C.
ID: 726316 #1

Jun 28, 16 02:59 PM

1 Combo Meal \$2.70
1 (7) Philly-Cheese Steak[Lg] \$9.50
1 *Original Fries[Rg] \$0.00
1 *Soft Drink[Rg] \$0.00

Subtotal \$12.20
Sales Tax \$1.14

Total \$13.43

MC **\$13.43**

Change **\$0.00**

THANK YOU!

TURN OVER FOR A FREE FRY & DRINK

RECEIPT

2nd and Church
Operational Premier Parking
NON-TRANSFERABLE

Space # 32

12:19 AM

JUN 29, 2016

Purchase Date/Time: 06:19pm Jun 28, 2016
Total Due: \$24.00 Rate: 4 Hours
Total Paid: \$24.00 Payment Type: Card
Ticket #: 20231890
Auth #: 500013040181
Setting: 2nd and Church
Branch Name: 2nd and Church

3505, Mastercard Auth #: 202057

Thank you! Please retain
this receipt for
your records of purchase
* NO CASH OUT ALLOWED *

E. MILANO'S PIZZERIA
150 DONELSON PIKE
NASHVILLE TN 37214

8.67
<615> 883-6161
10:35am 06-28-2016
MC NO.0000 5510
PARTY COMBO 1/3 \$25.99T1
DRINK \$1.50T1
DRINK \$1.50T1
DRINK \$1.50T1

SUBTOTAL \$30.49
TAX1 \$2.82

TOTAL 11.11 \$33.31
CASH \$33.31

/ HAVE A NICE DAY /
/ PLEASE COME AGAIN /
& THANKS FOR CHOSING US

8.67
1.50

10.17
.94 tax

11.11

Romano's Macaroni Grill
www.macaronigrill.com
517 Opry Mills Drive
Nashville, TN 37214

Server: TURNER 06/29/2016
Table 701/4 12:26 PM
Guests: 1

#40009

Order Type: Dine In
Area: Dine In

Tea	2.95
Fresh Greens Salad	3.20
Create Your Own Pasta	11.95
Arrabbiata (CYOP)	
Add Shrimp (CYOP)	4.00
Roasted Tomatoes (CYOP)	
Roasted Garlic (CYOP)	
Roasted Mushrooms (CYOP)	
Capellini (CYOP)	

Subtotal	22.10
Tax	2.04

Total	24.14
-------	-------

Balance Due	24.14
-------------	-------

& & 410 & &
GAYLORD OPRYLAND
HOTEL & CONVENTION CENTER
**** CASCADES RESTAURANT ****

CASCADES
AMERICAN CAFE

33423 MYRTIE 1

CHK 1305 TBL 62/1
GST 2

30 JUN'16 7:40 AM

1 ADULT BFST BUFFET	24.00
---------------------	-------

SUBTOTAL	\$24.00
TAX	\$2.22

7:51 AM
TOTAL DUE \$26.22

Hattie B's Hot Chicken
112 19th Avenue South
Nashville, TN 37203
Phone: 615-678-4794
Fax: 615-678-4795

Hot Chicken Heat Level Guide
Southern=No Pick Mild=Blue Pick
Medium=Green Pick Hot=Orange Pick
DamnHot=Red Pick STCU=2 Red Picks

TABLE: Tent # 18 - 1 Guest
Your Cashier was Matt
6/29/2016 8:49:34 PM
Sequence #: 0000528
ID #: 0723617

ITEM	QTY	PRICE
2 Leg Thigh Quarters	1	\$8.00
- *Hot*		
- French Fries		\$1.50
- Cole Slaw		\$1.00
- NO Dressing		
Beverage	1	\$2.00
Subtotal		\$12.50
Total Taxes		\$1.16
Grand Total		\$13.66

Credit Purchase

Name	:LOZANO JR/ROBERTO
CC Type	:MasterCard
CC Num	:xxxx xxxx xxxx 3505
Reference	:AUJ8771300
Approval	:205002
Server	:Matt
Ticket Name	:Tent # 18

Payment Amount:	\$13.66
-----------------	---------

Tip:	
------	--

Total:	
--------	--

X
CUSTOMER COPY
I agree to pay the amount shown above.

Thank You!
Please Come Back!

THANKS!!

30

Martin's BBQ Joint
www.martinsbbqjoint.com
3108 Belmont Blvd
Nashville, TN 37212
615-200-1181

Thank you for dining with
P.F. Chang's China Bistro.
#7400
(615) 329-8901

Host: Adriana 06/30/2016
F H-30 2:12 PM
20131

Server: Jessica 06/30/2016
Table 32/3 9:01 PM
Guests: 4

Rib & BBQ Baby 17.50
DT DIET COKE 2.00
Subtotal 19.50
Tax 1.80

#50036
Traditional Iced Tea 2.95
Chicken Lettuce Wrap* 9.25
Lo Mein Shrimp 11.50
Subtotal 23.70
Tax 2.19

DINE IN Total 21.30

Total 25.89

MASTERCARD #XXXXXXXXXXXX3505 21.30
Auth:135447

Balance Due 25.89

Tip : _____

TOTAL : _____

TOTAL :

Gratuity Not Included

SIGNATURE : _____

Thanks y'all
Join the "Joint"
<http://www.martinsbbqjoint.com/join>
Follow us on Twitter @Martinsbbq
"Friend" us on facebook.com/martinsbbq

& & 446 & &
GAYLORD OPRYLAND
HOTEL & CONVENTION CENTER
**** SOLARIO ****

SOLARIO  CANTINA

57041 CANDACE

CHK 1166 TBL 44/3
1 JUL '16 5:13 PM

1 BEEF FAJITAS 19.00

SUBTOTAL \$19.00

TAX \$1.76

5:13 PM

TOTAL DUE \$20.76

GIFT SHOP # 3601
 223304 13.70Z STRBXS FR 4.99 T
 17560 BA DANISH BEAR C 2.99 T

SUBTOTAL 7.96
 STATE TAX 0.21
 FOOD TAX 0.25
 LOCAL TAX 0.18
 TOTAL 8.62
 CASH (50.00)
 CHANGE 41.38

Cshr 6744: Ronsha H 559 # 76
 Register: REG1 Jul 2 2016 7:18 AM
 Thank You
 Returns require original receipt
 Returns need to be made within 30 days

*** D'Charley's Restaurant ***
 DNC Travel Hospitality Services
 Nashville International Airport
 Terminal C

Tbl:56 Ref:370589
 Chk:373368
 Hiwot 7/2/2016 3:48 pm

Panco & Cod 13.95
 Lrg Tea Raspberry 2.89

 SubTotal 16.84
 State Tax 1.56

 Total 18.40
 Total Due 18.40

Questions / Comments
 We're waiting to hear from you
 Email us at:
 DNBNAFeedback@delawarenorth.com

Welcome to Chick-fil-A
 Hermitage FSU (#01764)
 Hermitage, TN
 615-889-2177
 Operator: Randy Atkins
 CUSTOMER COPY
 7/2/2016 12:34:57 PM
 DINE IN
 Order Number: 3476546

1 Ckn Soup LG 4.29
 Sub. Total: \$4.29
 Tax: \$0.40
 Total: \$4.69

Change \$0.31
 \$5 \$5.00
 Register:4 Tran Seq No: 3476546
 Cashier:VICKI

It was a pleasure serving you!
 Have a wonderful day.



WHATABURGER

WHATABURGER - LOVE FIELD 1039
 GUEST COMMENTS: 214-353-3959

Chk 2184 Jul02'16 08:03 Est 0

Eat In

1 WMeal #2 10.85
 DblMeat/Ch
 Add Mayo
 Add Ketchup
 w/Jalapenos
 MED FF
 DIET
 XXXXXXXXXXXX3505
 Mc 11.75
 Food 10.85
 Tax 0.90
 Payment 11.75

Library Garage
 Central Parking Systems
 Addisu Feyisa Manager
 Phone 615-254-1741

Rcpt#126521

06/30/16 00:07 LH 4 AM 8 Tmn#570382

06/29/16 21:39 In 06/30/16 00:07 Out

Tkt# 126874

Fee1 \$ 5.00

Total Fee \$ 5.00

CASH PAID \$ 5.00-

Cash Tender \$ 5.00

Change Due \$ 0.00

Thank You

Please Come Again

San Antonio
 International Airport
 San Antonio TX
 Have a Great Day
 Come Back Soon
 THANKYOU

TranId: 333545-5878

TKINr: 120680764

In: 06/27/2016 04:34
 Out: 07/02/2016 23:19
 Lane: 2
 LOT#: 204
 Duration: 5,18:45
 ID: Cynthia
 Vehicle LPN:

Transient Parker \$ 66.00
 \$

Balance Due: \$ 66.00

Credit Card \$ 66.00
 Change: \$ 0.00

Credit Card Process.

Transaction Type: Clear

Date/Time: 7/2/2016 11:19 PM

Card Issuer: MASTERCARD

CreditCard: XXXXXXXXXXXX3505

Auth: 232022

Amount: \$66.00

Status: Payment was successful**Approved - Thank you!**

X