TRAVEL EXPENSE CLAIM STD. 262 (REV. 9/2007) See Instructions and *Privacy Statement On Reverse Side										Page	of	Par	nes	
CLAIMANT'S NAME							SSN or EMPLOYEE NUMBER*				DEPARTMENT			
Cecilia Silva-Martin											CIRI	M		
				CB/ID	CB/ID No.			DIVISION or BUREAU					INDEX NU	IMBER
Director of Finance RESIDENCE ADDRESS*							Finance 64458500				8500			
RESIDENCE ADDRESS							HEADQUARTERS ADDRESS 1999 Harrison				TELEPHONE NUMBE			
CITY STATE ZID CODE							CITY					(510) 340-915 STATE ZIP CODE		
							Oakland				CA 94612			
(1) NORMAL WORK HOURS							(2) PRIVATE VEHICLE LICENSE NUMBER				(3) MILEAGE RATE CLAIMED			
											0.535			
(4) MONTHYEAR 3/2017		(6) LOCATION WHERE EXPENSES	(7)	(8)	MEALS		(9)	(10) TRAN		TRANSPORTA	TION		(11)	(12)
					T	O.T., L/T,		(A) (B		3) (C)	(D)			TOTAL
(5)		WERE INCURRED	LODGING	BREAK- FAST	LUNCH	N/C, RELO. OR	.O. INCIDEN- TALS	COST OF TRANS.	TYPE	CARFARE, TOLLS,	PRIVA*	VATE CAR USE BUSINES	BUSINESS	EXPENSES
DATE	TIME			-		DINNE	٦	11000	0025	PARKING	MILES	AMOUNT	EXPENSE	FORDAT
3/3		FI\$Cal-Sacramento									38.00	20.33		20.33
3/22	1000	PH to LA	192.84	/	18.11		5.00	27.98	U			0.00		243.93
3/23	2100	and Return						7.09	∕ U		24.00	12.84		19.93
3/28		Oakland to SCO and return									48.00	25.68		25.68
March		Public Transit						370.00				0.00		370.00
												0.00		0.00
												0.00		0.00
												0.00		0.00
												0.00		0.00
												0.00		0.00
	.,						-					0.00		0.00
												0.00		0.00
(13)	;	SUBTOTALS	192.84	0.00	18.11	0.0	5.00	405.07		0.00	110.00	58.85	0.00	679.87
COL	UMN	CODE (ACCTG. USE ONLY)		K HILL		1834								
	•	CLAIM TOTAL												\$679.87
(14) PUF	RPOSE C	OF TRIP, REMARKS AND DETAILS (Att	ach receipts/vo	ouchers when	required)						AC	SENCY ACC	OUNTING	OFFICE
3/3 FI\$Cal Super User Meeting														
									AID BY REVOLVING FUND CHECK NUMBER					
3/28 SCO EFT Meeting March Public Transit														
Marci	ı Pubi	ic transit				واسد ـ	on St	Sto 1	650		1			
				19	399 H	arris	OH OL	12-25	20		l			
					Daklai	na, c	A 940	12-00		1	l			
				L.										
		BY CERTIFY That the above is a true so					accordance with	DPA rules i	n the ser	vice of the State	of Californ	nia. If a privat	tely owned ve	hicle was
	SAIN SE	cuons 0/50, 0/51, 0/52, 0/53 and 0/54	pertaining to v	enicle safety	and seat belt	usage.			7					scribed by
CLAINA	MI 2 210	GNATURE	2	DATE	10.115	(16) S	SIGNATURE OF	OFFICER	PPROVI	NG TRAVEL AND	PAYMEN	NT DA	TE	/_
28	<u>C</u>	. Swoomar	Tur)		18/17	B		1					4/18/	1/7
(17) SPE	CIAL EX	(PENSE AUTHORIZATION - SIGNATUR	RE and TITLE	(See Item 17	on reverse)						· • •	DA	TE	

STATE OF CALIFORNIA - DEPARTMENT OF PERSONNEL ADMINISTRATION **TRAVEL EXPENSE CLAIM**