

Trip To:

Name ____Tishaura Jones

Washington DC

Purpose: Business - The Aspen Institute's Expanding

ACRES SIE INSE Sariapt 5/2/18

REQUEST FOR REIMBURSEMENT OF TRAVELING EXPENSES (Note the Travel Regulations on Reverse Side)

Phone 314.622.3434

Dept. Parking

Method of Travel: Air

212 City Hall St. Louis, MO.

No.

DATE 4/6/2018 DARLENE GREEN Comptroller

	·		anding	Pri	or Approva	ıl By:			
Prosperity Impact Collab					<u>Tir</u>	ne		Da	y/Date
Leave St. Louis	***************	***************************************			8	00 □ AM	Mon.,	March 19	
Arrive Washington DC					10	50 □ AM	Mon.	March 19,	2018
Convention/Meeting Co	mmencem	ent			1	00 DAM		March 20,	2018
Convention/Meeting Ad	journment				2.	00 ⊓ам	Tues.,	March 20,	2018
Leave Washington DC					6	■ PM	Tues.,	March 20,	2018
Arrive St. Louis	************				8	—— 剩 PM 15 □ AM		March 20,	
Enter Expenses in App					Served by	■ PM			
	Day/Date	Day/Date	Day/Date	Day/Date	Day/Date	Day/Date	Day/Date	Day/Date	TOTAL
Date 🖙									Colored Th
Fare									
Registration									
Limo - To Airport									
Limo - From Airport									
Breakfast									
Lunch									
Dinner									
-lotel									
Other:									
						-			
		-							(
OTAL	0	0	0	0	0	0	0	0	0
EMARKS:						0	Less A		
he Aspen Institute covered	lodging for	1-night, fo	ood during to	ravel		1	ess Regis		- 9
round transportation and							ess Prepa		- CO
								nt Due	0.00
						Charge	e to Accou	ınt No.	,
ertify that the above is counting of my expens	a true and es.	l accurate	•	·		API	PROVED:	•	
Jakawa & S	Am		(Date)	(Depu	ty Comptrolle	r-Federal Gra	nts)		(Date)
partment Head)			(Date)	(Comp	troller)				(Date)
MP-34 (Rev. 10/15 ML)									

TRAVEL REQUEST (Review Travel Regulations)

(Date)	(Comptroller)	(Faid)	52-100 (HeV.10/15ML)
	APPROVED:	3-13-;	APPROVED: (Department Director)
(Date)	(Federal Grants)	(Date)	C luka
	APPROVED:		(Division Head)
	Advance payment approved: \$		APPROVED.
No	Airline Tickets Required (Prepaid Fare) Yes		
sDinners	Breakfasts Lunches		
Θ	*Indicate below meals covered by Registration Fees:	Account Title	Social INC.
	*Food \$	b) Special Funds	a) City Funds 5645000
	*Registration \$ Total	(5)	TRIP EXPENSES TO BE PAID BY:
€9	Hotel @ Night \$ 331.77 Others	Day/Date Tue. March 20, 2018	Arrival Time:
	Air Coach Fare \$ 686.96 Limousine \$	Day/Date Tue. March 20, 2018	me: 8:15
	ESTIMATE OF TRIP EXPENSES	Day/Date	ה. ה.
	Indicate One-Way/Nileage If Traveling By Auto	Mon. March 19 2018	10:50
□ Private Auto □ City Car		TINERARY Mon. March 19, 2018	PROPOSED ITINERARY Departure Time: 8:00
Day/Date Tue. March 20, 2018	Tue. March 20, 2018 Adjournment Time 2:00 AM PM Day	ant Time	(Enclose a copy of Convention/Seminar/Meeting announcement with request).
	ortation and Round-trip Airfare	d during travel; Ground tra	and raspen mistuite will cover: Lodging f
	(3)	The Aspen Institute's Expanding Prosperity Impact Collaborative	Purpose:
		ដី	ونسة
	Dept. No. 343		Dept./ Section Parking
314.622 3434			Name
	Date: 3-13-2018	(Review Travel Regulations)	Tishaura O. Jones