

**CITY OF TROY  
TRAVEL EXPENSE REPORT**

Name: Dave Lambert Position: Councilmember

Other Employees Included in Request: \_\_\_\_\_

Trip Destination: New Haven, CT Date From: 6/14/2007 To: 6/16/2007

Purpose of Trip: National League of Cities Community & Economic Development Steering Committee

Items	Dates:	Thurs 14-Jun	Fri 15-Jun	Sat 16-Jun				TOTAL
<b>Miles</b> (Personal Car)								
Enter Current Mileage Rate: \$ <b>0.44</b> /mile								
<b>City Car Expense</b> (Details on Bottom)								
<b>Registration</b>								
<b>Room</b> (Attach all Receipts)		144.48	144.48					\$288.96
<b>Meals</b> (Include tips and taxes. Note meals included with registration)								
Breakfast:								
Lunch:		14.00		14.00				\$28.00
Dinner:		24.00	24.00					\$48.00
<b>Other</b> Detail, Explain Below		114.02		20.00				\$134.02
<b>Additional Other</b> Detail, Explain Below								
<b>TOTAL EXPENSE</b>		296.50	168.48	34.00				\$498.98

Details of City Car Expense

Total Mileage	
Gasoline/Oil Purchased (Attach Receipts)	
Maintenance Work (Attach Receipts)	
Parking/Storage	
Other ( )	
Total	

Cash Advanced	<b>\$288.96</b>
Balance Due Employee	\$210.02
(or) Balance Due City	

*Dave Lambert* 7-2-07  
Requested By Date

\_\_\_\_\_  
Department Head Date

\_\_\_\_\_  
Approved - Human Resources Director Date

*James A. Nash* 7-3-07  
Approved - Financial Services Director Date

**Notes and Explanations:**  
\$114.02 on 6/14 is for car rental for roundtrip travel between Washington DC and New Haven, CT. \$20 on 6/16 is for parking at Detroit Metro Airport.

Charge to: Council's Education & Training Account

Dept. Account # 102.7960