# Cash Advance Travel Reconciliation Voucher

**Natural cash advance recipient**

**Traveler**

**Account #** 10-0000-0000

**TRAVLR#** TRAVLR19

**Date of Travel** 10/14/13-10/19/13

**Destination** Washington, DC

<table>
<thead>
<tr>
<th>Date</th>
<th>Meals</th>
<th>Lodging</th>
<th>Daily Total for Meals &amp; Lodging</th>
<th>Type</th>
<th>Pick-Up/Put-Down Information</th>
<th>Fares</th>
<th>To</th>
<th>Mileage</th>
<th>Fares Paid</th>
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<tbody>
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<td>10/14/2013</td>
<td>41.00</td>
<td>41.00</td>
<td>82.00</td>
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<td>189.00</td>
<td>230.00</td>
<td>taxi</td>
<td>hotel conference</td>
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<td>$10.00</td>
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<td>10/16/2013</td>
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<td>taxi</td>
<td>conference hotel</td>
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<td>airport home</td>
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**Total Meals and Lodging:** $5,002.00  
**Total Fares:** $10.00

**Other Travel Expenses (Itemize):**

- **Hotel Tax:** 89.56
- **Internet:** 12.00
- **Total Airfare:** 141.56
- **Departure Date and Time:**
- **Return Date and Time:**
- **Rental Car:** Attach original invoice(s)

**Total Transportation:** $626.00

**Total:** $1,266.16

**Minus Cash Advance:** $1,000.00

**Amount Due Back to UT:**

**Or Amount to be Reimbursed:** $266.16

I, the traveler, certify that the above accounting of expenses is correct, true and unpaid.

I, the Departmental Authorized Reviewer, certify that the above accounting of expenses is authorized and approved:

Traveler's Initials: TBO

Prepared By: Preparer Phone #: 477-8888

<table>
<thead>
<tr>
<th>Object Code</th>
<th>Amount</th>
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