



TRAVEL AND BUSINESS EXPENSE REIMBURSEMENT

Director's Name: William R. Muhammad

Purpose: To attend the 2019 SAP for Utilities Conference

Dates: October 20 – 24, 2019

Location: San Diego, CA

Itemized Expenses:

Conference Registration and Workshop:	\$ 1,899.00
Airline Fare:	\$ 447.00
Lodging (Room and Tax Only):	\$ 1,303.12
Business Meals:	\$ 455.00
Other incidental Expenses: (Parking, Taxi, Gratuities, etc.)	\$ 121.50
TOTAL EXPENSES:	\$ 4,225.62