

## View History Report

## Audit Trail

Show detailed result

<b>Requester Name</b>	
<b>Requester Email</b>	
<b>Requester ID#</b>	
<b>I am submitting a Travel Request:</b>	
<b>Select Employee for Travel Request</b>	Flynn John(John.Flynn@sanjoseca.gov)
<b>Employee Name</b>	John Flynn
<b>Employee Email</b>	john.flynn@sanjoseca.gov
<b>Employee ID#</b>	
<b>Department</b>	Retirement Services
<b>Position/Title</b>	Dir of Retirement Svcs & CEO U
<b>Supervisor</b>	Flynn John(John.Flynn@sanjoseca.gov)
<b>Department and Division Concat</b>	Retirement Services
<b>Type of Request</b>	New Request
<b>Type of Travel Request</b>	Out of State Travel
<b>Is your travel or part of travel waived or paid by a 3rd party?</b>	No
<b>Name of the Event</b>	"House Hunting" trip 1
<b>Location of the Event</b>	San Jose
<b>Location Address of the Event</b>	1737 N First St suite 600, San Jose, CA 95112, USA
<b>Location Zip</b>	95112
<b>Travel Departure Location Address</b>	
<b>Travel Departure Date</b>	07/31/2024
<b>Travel Departure Time</b>	07:00 AM
<b>Event Start Date</b>	08/01/2024
<b>Event End Date</b>	08/03/2024
<b>Travel Return Date</b>	08/03/2024
<b>Return Time</b>	07:00 PM
	True
<b>Upload approval from applicable Chief or Director</b>	CEO Contract -Exhibit E.pdf Compensation section In contract.docx
<b>Group Travel</b>	No
<b>Select Employee 1</b>	Flynn John(John.Flynn@sanjoseca.gov)

**Are you staying in the event sponsored lodging?**

No

\$234.00

\$34.47

\$0.00

\$34.47

\$0.00

\$156.00

\$23.39

\$0.00

\$23.39

\$0.00

\$137.00

\$20.70

\$0.00

\$20.70

\$0.00

**Total Lodging Per Diem (Not Event Sponsored)**

\$0.00

**Validate - If Over 150% Rate**

Over Rate

**Click here only if any of the above daily rate exceeds 150% of CONUS - maximum rate for hotel accommodations/lodging (DOF approval will be required, please attach exception memo)**

Checked

**Upload Event Itinerary**

No Agenda.docx

\$17.00

\$18.00

\$34.00

\$5.00

\$0.00

\$74.00

\$17.00

\$18.00

\$34.00

\$5.00

\$0.00

\$74.00

\$17.00

	\$18.00
	\$34.00
	\$5.00
	\$0.00
	\$74.00
	\$17.00
	\$18.00
	\$34.00
	\$5.00
	\$0.00
	\$74.00
<b>Total BEFORE Adjustments</b>	\$296.00
<b>Total AFTER Adjustments</b>	\$296.00
<b>Travel Lodge / Per Diem Expenses</b>	Lodging
<b>More Travel Expense Categories</b>	
<b>Airport Code</b>	SJC - San Jose
	\$0
	\$1,440.40
	SJC trip one flight.pdf
	\$0.00
	SJC trip one hotel.pdf
	\$0
	\$0
	\$0.00
	\$0
	\$0
	\$0
<b>Total</b>	\$1,440.40
<b>Required Exception Documentation</b>	Memo- Travel Exception House Hunting Trip 1 PDF.pdf
<b>Cash Advance</b>	No
<b>I certify that the requested travel is complete and prepared in accordance with the City's Travel Policy and that the estimated expenses will be incurred for the purpose of City</b>	Checked