



Add New Allocation

Allocations: Total: \$950.00 Allocated: \$950.00 (100%) Remaining: \$0.00 (0%)

Add New Allocation Delete Selected Allocations Favorites Add to Favorites Allocate By

Percentage	* Cost Object Ty...	* Cost Object	Code
100	(CC) Cost Center	(2105120001)	(INS005) Sand

Save Cancel

Allocations: Total: \$950.00 Allocated: \$950.00 (100%) Remaining: \$0.00 (0%)

Percentage	* Cost Object Ty...	* Cost Object	Code
50	(CC) Cost Center	(2105120001) ...	(UNS00...
50	(CC) Cost Center	(2101010006) ...	(UNS00...

Cancel Save

Allocate By

Percentage

Amount

Percentage

Amount





All allocations are approved. Amounts: Total: \$987.00, Allocated: \$987.00 (100%), Remaining: \$0.00 (0%)

Allocate By: Add New Allocation Add to Favorites Allocate By Add to Favorites

<input type="checkbox"/> Percentage	* Cost Object Ty...	* Cost Object	Code
<input type="checkbox"/> 50	(CC) Cost Center	(2105120001) ...	(UNS005) Sand...
<input type="checkbox"/> 50	(CC) Cost Center	(2101010006) ...	(UNS005) Sand...

Save Cancel



Doc: 2018

Status: Not Submitted
Amount: \$987.00 Request/Trip Name: Boston, MA

Reason/Business Purpose: Meeting with Boston University S...

Date	Expense T...	Amount	Requested
09/10/2018	Airfare	\$450.00	\$450.00

appropriate expense type below or type the expense type in the field above. To expense on the left side of the page.

TOTAL AMOUNT: \$987.00 | TOTAL REQUESTED: \$987.00

Prints Requested Requested

Expense: Boston, MA

Reason/Business Purpose: Meeting with Boston University S...

Expenses: Fuel/Gas, Meal (including tip), Misc Travel-parking/tolls/etc

Date	Expense T...	Amount	Requested
09/10/2018	Meal (inclu...	\$207.00	\$207.00

Allocate







