



**SAN DIEGO COUNTY
REGIONAL AIRPORT AUTHORITY
EXECUTIVE COMMITTEE**

Item No.

5

Meeting Date: **JULY 25, 2011**

Subject:

Pre-approval of Travel Requests and Approval of Business and Travel Expense Reimbursement Requests for Board Members, the President/CEO, the Chief Auditor and General Counsel

Recommendation:

Pre-approve Travel Requests and Approve Business and Travel Expense Reimbursement Requests.

Background/Justification:

Authority Policies 3.30 (2)(b) and (4)(b) require that business expenses reimbursements of Board Members, the President/CEO, the Chief Auditor and the General Counsel be approved by the Executive Committee and presented to the Board for its information at its next regularly scheduled meeting.

Authority Policy 3.40 (2)(b) and (3)(b) require that travel expense reimbursements of Board Members, the President/CEO, the Chief Auditor and the General Counsel be approved by the Executive Committee and presented to the Board for its information at its next regularly scheduled meeting.

The attached reports are being presented to comply with the requirements of Policies 3.30 and 3.40.

Fiscal Impact:

Funds for Business and Travel expenses are included in the FY 2012 Budget.

Environmental Review:

- A. This Board action is not a project that would have a significant effect on the environment as defined by the California Environmental Quality Act (CEQA), as amended. 14 Cal. Code Regs. §15378. This Board action is not a "project" subject to CEQA. Cal. Pub. Res. Code §21065.
- B. California Coastal Act Review: This Board action is not a "development" as defined by the California Coastal Act. Cal. Pub. Res. Code §30106.

Page 2 of 2

Equal Opportunity Program:

Not applicable

Prepared by:

TONY RUSSELL
DIRECTOR, CORPORATE SERVICES/AUTHORITY CLERK

TRAVEL REQUESTS

ROBERT GLEASON

PAUL ROBINSON

**SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY
OUT-OF-TOWN TRAVEL REQUEST**

GENERAL INSTRUCTIONS:

- A. All travel requests must conform to applicable provisions of Policies 3.30 and 3.40.
- B. Personnel traveling at Authority expense shall, consistent with the provisions of Policies 3.30 and 3.40, use the most economical means available to affect the travel.

1. TRAVELER:

Travelers Name: Paul Robinson Dept: Board/02
Position: ☒ Board Member ☐ President/CEO ☐ Gen. Counsel ☐ Chief Auditor
☐ All other Authority employees (does not require executive committee administrator approval)

2. DATE OF REQUEST: 7/18/11 PLANNED DATE OF DEPARTURE/RETURN: 9/18/11 / 9/21/11

3. DESTINATIONS/PURPOSE (Provide detailed explanation as to the purpose of the trip-- continue on extra sheets of paper as necessary):

Destination: Washington, DC Purpose: Attend Conference
Explanation: San Diego Regional Chamber of Commerce, One Region/One Voice - San Diego Mission to Washington, DC

4. PROJECTED OUT-OF-TOWN TRAVEL EXPENSES

A. TRANSPORTATION COSTS:

• AIRFARE	\$ 500
• OTHER TRANSPORTATION (Taxi, Train, Car Rental)	\$ 200
B. LODGING	\$ 900
C. MEALS	\$ 300
D. SEMINAR AND CONFERENCE FEES	\$ 1300
E. ENTERTAINMENT (If applicable)	\$
F. OTHER INCIDENTAL EXPENSES	\$
TOTAL PROJECTED TRAVEL EXPENSE	\$ 3200

CERTIFICATION BY TRAVELER By my signature below, I certify that the above listed out-of-town travel and associated expenses conform to the Authority's Policies 3.30 and 3.40 and are reasonable and directly related to the Authority's business.

Travelers Signature: Paul E. Robinson Date: 7/18/11

CERTIFICATION BY ADMINISTRATOR (Where Administrator is the Executive Committee, the Authority Clerk's signature is required).

By my signature below, I certify the following:

1. I have conscientiously reviewed the above out-of-town travel request and the details provided on the reverse.
2. The concerned out-of-town travel and all identified expenses are necessary for the advancement of the Authority's business and reasonable in comparison to the anticipated benefit to the Authority.
3. The concerned out-of-town travel and all identified expenses conform to the requirements and intent of Authority's Policies 3.30 and 3.40.

Administrator's Signature: [Signature] Date: 7.18.11

AUTHORITY CLERK CERTIFICATION ON BEHALF OF EXECUTIVE COMMITTEE

I, (Please leave blank. Whoever clerk's the meeting will insert their name and title.), hereby certify that this document was approved by the Executive Committee at its (Leave blank and we will insert the meeting date.) meeting.

THELLA F. BOWENS

**SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY
OUT-OF-TOWN TRAVEL REQUEST**

GENERAL INSTRUCTIONS:

- A. All travel requests must conform to applicable provisions of Policies 3.30 and 3.40.
- B. Personnel traveling at Authority expense shall, consistent with the provisions of Policies 3.30 and 3.40, use the most economical means available to affect the travel.

1. TRAVELER:

Travelers Name: Thella Bowens Dept: 06/Executive Office

Position: ☐ Board Member ☒ President/CEO ☐ Gen. Counsel ☐ Chief Auditor

☐ All other Authority employees (does not require executive committee administrator approval)

2. DATE OF REQUEST: 06/20/11 PLANNED DATE OF DEPARTURE/RETURN: 10/27/11 / 11/02/11

3. DESTINATIONS/PURPOSE (Provide detailed explanation as to the purpose of the trip— continue on extra sheets of paper as necessary):

Destination: Marrakech, Morocco

Purpose: World Board Meeting and ACI World Annual Assembly/ACI Africa Annual Assembly, Conference & Exhibition

Explanation: World Board Meeting and ACI World Annual Assembly/ACI Africa Annual Assembly, Conference & Exhibition

4. PROJECTED OUT-OF-TOWN TRAVEL EXPENSES

A. TRANSPORTATION COSTS:

• AIRFARE	\$	5600.00
• OTHER TRANSPORTATION (Taxi, Train, Car Rental)	\$	200.00

B. LODGING

\$	1400.00
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C. MEALS

\$	200.00
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D. SEMINAR AND CONFERENCE FEES

\$	750.00
----	--------

E. ENTERTAINMENT (If applicable)

\$	
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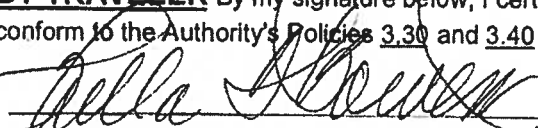
F. OTHER INCIDENTAL EXPENSES

\$	
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TOTAL PROJECTED TRAVEL EXPENSE

\$	8150.00
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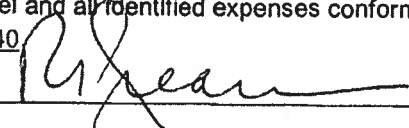
CERTIFICATION BY TRAVELER By my signature below, I certify that the above listed out-of-town travel and associated expenses conform to the Authority's Policies 3.30 and 3.40 and are reasonable and directly related to the Authority's business.

Travelers Signature:  Date: 07/12/11

CERTIFICATION BY ADMINISTRATOR (Where Administrator Is the Executive Committee, the Authority Clerk's signature is required).

By my signature below, I certify the following:

1. I have conscientiously reviewed the above out-of-town travel request and the details provided on the reverse.
2. The concerned out-of-town travel and all identified expenses are necessary for the advancement of the Authority's business and reasonable in comparison to the anticipated benefit to the Authority.
3. The concerned out-of-town travel and all identified expenses conform to the requirements and intent of Authority's Policies 3.30 and 3.40.

Administrator's Signature:  Date: 7.12.11

AUTHORITY CLERK CERTIFICATION ON BEHALF OF EXECUTIVE COMMITTEE

I, _____, hereby certify that this document was approved
(Please leave blank. Whoever clerk's the meeting will insert their name and title.)
by the Executive Committee at its _____ meeting.
(Leave blank and we will insert the meeting date.)

**SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY
OUT-OF-TOWN TRAVEL REQUEST**

GENERAL INSTRUCTIONS:

- A. All travel requests must conform to applicable provisions of Policies 3.30 and 3.40.
B. Personnel traveling at Authority expense shall, consistent with the provisions of Policies 3.30 and 3.40, use the most economical means available to affect the travel.

1. TRAVELER:

Travelers Name: Thella F. Bowens Dept: 06/Executive Office

Position: ☐ Board Member ☒ President/CEO ☐ Gen. Counsel ☐ Chief Auditor

☐ All other Authority employees (does not require executive committee administrator approval)

2. DATE OF REQUEST: 07/11/11 PLANNED DATE OF DEPARTURE/RETURN: 07/28/11 / 08/03/11

3. DESTINATIONS/PURPOSE (Provide detailed explanation as to the purpose of the trip— continue on extra sheets of paper as necessary):

Destination: To Dallas Ft. Worth Return to San Diego from Martha's Vineyard, MA*

Purpose: Meeting with American Airlines

Explanation: Meeting with American Airlines HQ.

* Reason for return flight from Martha's Vineyard, MA instead of Dallas: Traveler will be on vacation and now needs to return for the August 4 Board meeting (the return leg from Martha's Vineyard, MA is \$95 less than if she returned directly from Dallas - see attachment).

4. PROJECTED OUT-OF-TOWN TRAVEL EXPENSES

A. TRANSPORTATION COSTS:

• AIRFARE \$ 486.90
• OTHER TRANSPORTATION (Taxi, Train, Car Rental) \$ 125.00

B. LODGING

\$ 350.00

C. MEALS

\$ 100.00

D. SEMINAR AND CONFERENCE FEES

\$ 0.00

E. ENTERTAINMENT (If applicable)

\$ 0.00

F. OTHER INCIDENTAL EXPENSES

\$ 0.00

TOTAL PROJECTED TRAVEL EXPENSE

\$ 1061.90

CERTIFICATION BY TRAVELER By my signature below, I certify that the above listed out-of-town travel and associated expenses conform to the Authority's Policies 3.30 and 3.40 and are reasonable and directly related to the Authority's business.

Travelers Signature: Thella F. Bowens Date: 07/14/11

CERTIFICATION BY ADMINISTRATOR (Where Administrator is the Executive Committee, the Authority Clerk's signature is required).

By my signature below, I certify the following:

1. I have conscientiously reviewed the above out-of-town travel request and the details provided on the reverse.
2. The concerned out-of-town travel and all identified expenses are necessary for the advancement of the Authority's business and reasonable in comparison to the anticipated benefit to the Authority.
3. The concerned out-of-town travel and all identified expenses conform to the requirements and intent of Authority's Policies 3.30 and 3.40.

Administrator's Signature: [Signature] Date: 7.12.11

AUTHORITY CLERK CERTIFICATION ON BEHALF OF EXECUTIVE COMMITTEE

I, _____, hereby certify that this document was approved
(Please leave blank. Whoever clerk's the meeting will insert their name and title.)
by the Executive Committee at its _____ meeting.
(Leave blank and we will insert the meeting date.)

Attachment

Caldera Amy

From: Scott Mackerley [scott@traveltrust.com]
Sent: Monday, July 11, 2011 2:41 PM
To: Harris Matt
Cc: Caldera Amy
Subject: Thella Bowens - Dallas 28 July, 2011

FOR: BOWENS/THELLA

AMERICAN AIRLINES 582.40 NONREF TKT BY 12 JUL ←

From:
582.40 Dallas
- 486.90 Martha's Vineyard
\$ 95.50 less

28 JUL 11 - THURSDAY

AIR AMERICAN AIRLINES FLT:1146 ECONOMY FOOD FOR PURCHASE
LV SAN DIEGO 1105A EQP: BOEING 757
DEPART: TERMINAL 2 03HR 00MIN
AR DALLAS FT WORTH 405P NON-STOP
REF: IHTTXQ
BOWENS/THELLA AA-YF49148

30 JUL 11 - SATURDAY

AIR AMERICAN AIRLINES FLT:465 FOOD FOR PURCHASE
LV DALLAS FT WORTH 1245P EQP: MD-80
02HR 55MIN
AR SAN DIEGO 140P NON-STOP
ARRIVE: TERMINAL 2 REF: IHTTXQ
BOWENS/THELLA AA-YF49148

Scott Mackerley | Travel Specialist

www.traveltrust.com | smackerley@traveltrust.com

O: 858.566.4310 | TF: 800.272.3837 | F: 858.566.2438

Office Hours: 9:00am to 5:30pm PST (Mon-Fri)

Caldera Amy

From: Scott Mackerley [scott@traveltrust.com]
Sent: Monday, July 11, 2011 2:37 PM
To: Harris Matt
Cc: Caldera Amy
Subject: Thella Bowens - Dallas 28 July, 2011 ** Ticket by 12 July **

FOR: BOWENS/THELLA

TOTAL AIRFARE 486.90 NONREF TKT BY 12 JUL ←

28 JUL 11 - THURSDAY

AIR AMERICAN AIRLINES FLT:1146 ECONOMY FOOD FOR PURCHASE
LV SAN DIEGO 1105A EQP: BOEING 757
DEPART: TERMINAL 2 03HR 00MIN
AR DALLAS FT WORTH 405P NON-STOP
REF: IHTTXQ
BOWENS/THELLA AA-YF49148

03 AUG 11 - WEDNESDAY

AIR DELTA AIR LINES INC FLT:4149 COACH
OPERATED BY PINNACLE DBA DELTA CONNECTION
LV MARTHAS VINEYARD 340P EQP: CANADAIR REG JET
01HR 30MIN
AR NEW YORK JFK 510P NON-STOP
ARRIVE: TERMINAL 3 REF: GXCWH4
BOWENS/THELLA DL-2043083787

AIR DELTA AIR LINES INC FLT:245 COACH FOOD FOR PURCHASE
LV NEW YORK JFK 645P EQP: BOEING 757
DEPART: TERMINAL 3 06HR 18MIN
AR SAN DIEGO 1003P NON-STOP
ARRIVE: TERMINAL 2 REF: GXCWH4
BOWENS/THELLA DL-2043083787

Scott Mackerley | Travel Specialist

www.traveltrust.com | smackerley@traveltrust.com

O: 858.566.4310 | TF: 800.272.3837 | F: 858.566.2438

Office Hours: 9:00am to 5:30pm PST (Mon-Fri)

SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY
OUT-OF-TOWN TRAVEL REQUEST

GENERAL INSTRUCTIONS:

- A. All travel requests must conform to applicable provisions of Policies 3.30 and 3.40.
B. Personnel travelling at Authority expense shall, consistent with the provisions of Policies 3.30 and 3.40, use the most economical means available to affect the travel.

1. TRAVELER:

Travelers Name: Thella F. Bowens Dept: 6 Exec Office
Position: ☐ Board Member ☒ President/CEO ☐ Gen. Counsel ☐ Chief Auditor
☐ All other Authority employees (does not require executive committee administrator approval)

2. DATE OF REQUEST: 07/14/11 PLANNED DATE OF DEPARTURE/RETURN: 08/08/11 / 08/08/11

3. DESTINATIONS/PURPOSE (Provide detailed explanation as to the purpose of the trip— continue on extra sheets of paper as necessary):

Destination: Denver, CO

Purpose: Special meeting of ACI-NA Executive Committee

Explanation: Special meeting of ACI-NA Executive Committee

4. PROJECTED OUT-OF-TOWN TRAVEL EXPENSES

A. TRANSPORTATION COSTS:

• AIRFARE	\$ <u>475.00</u>
• OTHER TRANSPORTATION (Taxi, Train, Car Rental)	\$ <u> </u>
B. LODGING	\$ <u> </u>
C. MEALS	\$ <u>25.00</u>
D. SEMINAR AND CONFERENCE FEES	\$ <u> </u>
E. ENTERTAINMENT (If applicable)	\$ <u> </u>
F. OTHER INCIDENTAL EXPENSES	\$ <u> </u>
TOTAL PROJECTED TRAVEL EXPENSE	\$ <u>500.00</u>

CERTIFICATION BY TRAVELER By my signature below, I certify that the above listed out-of-town travel and associated expenses conform to the Authority's Policies 3.30 and 3.40 and are reasonable and directly related to the Authority's business.

Travelers Signature:  Date: 14 July 2011

CERTIFICATION BY ADMINISTRATOR (Where Administrator is the Executive Committee, the Authority Clerk's signature is required).

By my signature below, I certify the following:

1. I have conscientiously reviewed the above out-of-town travel request and the details provided on the reverse.
2. The concerned out-of-town travel and all identified expenses are necessary for the advancement of the Authority's business and reasonable in comparison to the anticipated benefit to the Authority.
3. The concerned out-of-town travel and all identified expenses conform to the requirements and intent of Authority's Policies 3.30 and 3.40.

Administrator's Signature:  Date: 7.16.11

AUTHORITY CLERK CERTIFICATION ON BEHALF OF EXECUTIVE COMMITTEE

I, _____, hereby certify that this document was approved
(Please leave blank. Whoever clerk's the meeting will insert their name and title.)
by the Executive Committee at its _____ meeting.
(Leave blank and we will insert the meeting date.)

EXPENSE REPORTS

ANTHONY YOUNG

SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY

TRAVEL EXPENSE REPORT - Board Members

(To be completed within 30 days from travel return date)

Board member name:

Anthony K. Young

Departure Date:

4/30/2011

Return Date:

5/3/2011

Report Due:

6/2/11

Destination:

Please refer to the Authority Travel and Lodging Expense Reimbursement Policy, Article 3, Part 3.4, Section 3.40, outlining appropriate reimbursable expenses and approvals. Please attach all required supporting documentation. All receipts must be detailed, (credit card receipts do not provide sufficient detail). Any special items should be explained in the space provided below.

Business Expense Reimbursement Policy 3.30

* Travel and Lodging Expense Reimbursement Policy 3.40

	Authority Expenses (Prepaid by Authy)	Board Member Expenses							TOTALS
		SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	
		5/1/11	5/2/11	5/3/11				4/30/11	
Daily PerDiem Limitations:									
**GSA Daily Hotel Rate or Conference Hotel Rate		197.84	197.84					197.84	
**GSA Daily Meals, Entertainment & Incidentals (ME&I)		56.00	56.00	42.00				42.00	
Air Fare, Railroad, Bus (attach copy of itinerary w/charges)	199.40								0.00
Conference Fees (provide copy of flyer/registration expenses)	850.00								0.00
Rental Car									0.00
Gas and Oil									0.00
Garage/Parking									0.00
Mileage - attach mileage form									0.00
Taxi/Shuttle Fare (include tips pd.) To/From meetings, airport, etc.			62.85	46.25				46.25	155.35
Hotel - Actual Expense Paid - Excluding Taxes	175.00	175.00	175.00						
Allowable Hotel (Lessor of Actual or GSA Allowance)		175.00	175.00	0.00	0.00	0.00	0.00	0.00	350.00
Hotel Taxes Paid	22.84	22.84	22.84						45.68
Telephone, Internet and Fax									0.00
Laundry									0.00
Meals, Entertainment & Incidentals (M,E&I):									
Meals (include tips pd.)									
Breakfast									
Lunch		15.02						16.43	
Dinner			28.80	24.63				28.80	
Other Meals		4.29							
Entertainment (Hospitality) ¹									
Tips Paid to Maids, Bellhops and other hotel servers									
Taxi/Shuttle Fare (include tips pd.) To/From meal destinations									
Total Meals, Entertainment & Incidentals		19.31	28.80	24.63	0.00	0.00	0.00	45.23	
GSA Allowance for M,E&I (from above)		56.00	56.00	42.00	0.00	0.00	0.00	42.00	
Allowable M,E&I (Lessor of Actual or GSA Allowance)		19.31	28.80	24.63	0.00	0.00	0.00	42.00	114.74
Alcohol is a non-reimbursable expense									0.00
Miscellaneous:									0.00
									0.00
									0.00
Total Expenses	1,047.24	217.15	289.49	70.88	0.00	0.00	0.00	88.25	665.77

Add any additional details as needed for explanation (attach add'l sheet if needed):

Grand Trip Total	1,713.01
Less Cash Advance (attach copy of Authority ck)	696.00
Less Expenses Prepaid by Authority	1,047.24
Due Traveler - if positive amount, prepare check request	
Due Authority - if negative, attach check payable to SDCRAA	-30.23

Note: Send this report to Accounting even if the amount is \$0.

I as traveler or administrator acknowledge that I have read, understand and agree to Authority policies 3.40 - Travel and Lodging Expense Reimbursement Policy⁴ and 3.30 - Business Expense Reimbursement Policy⁵ and that any purchases/claims that are not allowed will be my responsibility. I further certify that this report of travel expenses were incurred in connection with official Authority business and is true and correct.

Prepared By:

Anne Warren

Ext.: 2408

Traveler Signature:

Print/Type Name

Date:

6/26/11

Administrator's signature:

Date:

7.15.11

AUTHORITY CLERK CERTIFICATION ON BEHALF OF EXECUTIVE COMMITTEE (To be completed by Clerk)

I, _____ hereby certify that this document was approved by the Executive Committee at it's meeting on _____

Clerk Signature:

Date:

ANTHONY K. YOUNG
JAQUELINE YOUNG

16-24 4488
1220
0763401064

4556

Date

7/1/11

Pay to the
Order of

Clifford Anthony
Twenty-dollars 23/100

\$ 30.00⁶⁴23

Dollars



Security Features
Included
Details on Back



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SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY
OUT-OF-TOWN TRAVEL REQUEST

GENERAL INSTRUCTIONS:

- A. All travel requests must conform to applicable provisions of Policies 3.30 and 3.40.
- B. Personnel traveling at Authority expense shall, consistent with the provisions of Policies 3.30 and 3.40, use the most economical means available to affect the travel.

1. TRAVELER:

Travelers Name: Anthony K. Young Dept: 2

Position: ☒ Board Member ☐ President/CEO ☐ Gen. Counsel ☐ Chief Auditor

☐ All other Authority employees (does not require executive committee administrator approval)

2. DATE OF REQUEST: 3/10/11 PLANNED DATE OF DEPARTURE/RETURN: 4/30/11 / 5/3/11

3. DESTINATIONS/PURPOSE (Provide detailed explanation as to the purpose of the trip— continue on extra sheets of paper as necessary):

Destination: Tucson, AZ Purpose: Attend Conference
Explanation: ACI-NA: ACI Board Members & Commissioners Conference

*Meals expenses are based on GSA per diem rates

4. PROJECTED OUT-OF-TOWN TRAVEL EXPENSES

A. TRANSPORTATION COSTS:

• AIRFARE	\$	190
• OTHER TRANSPORTATION (Taxi, Train, Car Rental)	\$	100

B. LODGING	\$	400
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C. MEALS	\$	*196
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D. SEMINAR AND CONFERENCE FEES	\$	650
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E. ENTERTAINMENT (If applicable)	\$	
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F. OTHER INCIDENTAL EXPENSES	\$	
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TOTAL PROJECTED TRAVEL EXPENSE	\$	1536
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CERTIFICATION BY TRAVELER By my signature below, I certify that the above listed out-of-town travel and associated expenses conform to the Authority's Policies 3.30 and 3.40 and are reasonable and directly related to the Authority's business.

Travelers Signature: [Signature] Date: _____

CERTIFICATION BY ADMINISTRATOR (Where Administrator is the Executive Committee, the Authority Clerk's signature is required).

By my signature below, I certify the following:

- 1. I have conscientiously reviewed the above out-of-town travel request and the details provided on the reverse.
- 2. The concerned out-of-town travel and all identified expenses are necessary for the advancement of the Authority's business and reasonable in comparison to the anticipated benefit to the Authority.
- 3. The concerned out-of-town travel and all identified expenses conform to the requirements and intent of Authority's Policies 3.30 and 3.40.

Administrator's Signature: [Signature] Date: 3.11.11

AUTHORITY CLERK CERTIFICATION ON BEHALF OF EXECUTIVE COMMITTEE

I, Tony R. Russell, Authority Clerk, hereby certify that this document was approved
(Please leave blank. Whoever clerk's the meeting will insert their name and title.)
by the Executive Committee at its 3/28/11 meeting.
(Leave blank and we will insert the meeting date.)

ANTHONY K. YOUNG
202 C STREET
SAN DIEGO CA 92101

Vendor 61937
Number

Check 49771
Number

Page 1
Number

Inv Date	Invoice No	Doc No	Amount	Discount	Amount Paid	Remarks
04/18/11	0501-050311		696.00		696.00	5/1-5/3/11 TUCSON AZ
Totals			696.00		696.00	ANTHONY K. YOUNG

SAN DIEGO
COUNTY REGIONAL AIRPORT AUTHORITY

↑ TOTAL AMOUNT ON CHECK IS LAST
FIGURE IN COLUMN ABOVE

DO NOT ACCEPT THIS CHECK UNLESS THE PINK LOCK & KEY ICONS FADE WHEN WARMED AND YOU CAN SEE HEXAGONS IN A DUAL-TONE TRUE WATERMARK WHEN HELD TO THE LIGHT



SAN DIEGO COUNTY
REGIONAL AIRPORT AUTHORITY
P.O. BOX 82776, SAN DIEGO, CA 92138-2776

usbank
24-Hour Banking
1-800-673-3555
90-3582/1222

Date
04/21/11

Check No
00049771

Amount
\$696.00

THE SUM OF \$*****696.00 DOLLARS

Pay
to the
Order
of

ANTHONY K. YOUNG
202 C STREET
SAN DIEGO CA 92101

Vernon D. Evans, Treasurer

⑈00049771⑈

RUB OR BREATHE ON THE PINK LOCK & KEY ICONS—COLOR WILL FADE AND THEN REAPPEAR ON AN AUTHENTIC CHECK—IF COLOR DOES NOT FADE DO NOT ACCEPT



Traveltrust
374 North Coast Highway 101
Encinitas, Ca 92024
Tel: 760-635-1700
Fax: 760-635-1720
Website: www.traveltrust.com

YOUNG/ANTHONY

BOARD

17-Mar-2011 11:05 am


Page 1 of 1

YOUR SOUTHWEST ETICKET CONFIRMATION IS ** XL8Y48 **
-----INVOICE/ITINERARY ACCOUNTING DOCUMENT-----
*****TICKETLESS TRAVEL INSTRUCTIONS*****
THIS IS AN E-TICKET RESERVATION.
A GOVERNMENT ISSUED PHOTO ID IS NEEDED AT CHECK IN
A PORTION OF THIS TRIP MAY BE REFUNDABLE. PLEASE RETURN
UNUSED PORTIONS TO TRAVELTRUST FOR POSSIBLE REFUND.

*****TSA GUIDANCE FOR PASSENGERS*****
PLEASE ALLOW EXTRA TIME FOR SCREENING AND BOARDING
INTERNATIONAL-MINIMUM 3 HOUR CHECK-IN PRIOR TO DEPARTURE
DOMESTIC-MINIMUM 2 HOUR CHECK-IN PRIOR TO DEPARTURE
FOR ADDITIONAL SECURITY INFORMATION VISIT WWW.TSA.GOV


30-Apr-2011
09:20am
Saturday

Air Southwest Airlines Flight# 1396 Class: Y
From: San Diego CA, USA To: Tucson AZ, USA
Meal: None
Equip: Boeing 737-300 Jet Status: Confirmed
Depart: 30-Apr-2011 Saturday 09:20am Stops: 0
Arrival: 30-Apr-2011 Saturday 10:30am
Depart - TERMINAL 1
Arrive -
Flight Duration: 1 hour(s) and 10 minutes
Class of Service: Coach


03-May-2011
06:20pm
Tuesday

Air Southwest Airlines Flight# 1586 Class: Y
From: Tucson AZ, USA To: San Diego CA, USA
Meal: None
Equip: Boeing 737-700 Jet Status: Confirmed
Depart: 03-May-2011 Tuesday 06:20pm Stops: 0
Arrival: 03-May-2011 Tuesday 07:35pm
Depart -
Arrive - TERMINAL 1
Flight Duration: 1 hour(s) and 15 minutes
Class of Service: Coach

30-Oct-2011
Sunday

Other
San Diego CA, USA
RESERVATION RETAINED FOR 180 DAYS-A

TRAVELTRUST IS OPEN MONDAY - FRIDAY FROM 5AM-530PM PST
AND SATURDAY FROM 9AM-1PM PST - 760-635-1700.
FOR EMERGENCY AFTERHOURS SERVICE IN THE US
PLEASE CALL 888-221-6062 AND USE YOUR VIT CODE - S7NS0
PLEASE NOTE THIS IS OUR NEW EMERGENCY NUMBER
EACH EMERGENCY CALL IS BILLABLE AT A MINIMUM 25.00
THANK YOU FOR CHOOSING TRAVELTRUST...SCOTT MACKERLEY

Ticket Information

YOUNG ANTHONY
Ticket#: 2162082666 Ticket Base Fare: 169.40
Invoice#: 1183070 Ticket Tax: 0.00
Total Ticket Amount: 169.40
Electronic: YES

SERVICE FEE DOCUMENT #: 0544633204 FEE AMOUNT: 30.00

BILLED TO: AMERICAN EXPRESS ENDING IN 1006

Warren Anne

From: Brito Leticia
Sent: Friday, February 25, 2011 2:21 PM
To: Warren Anne
Subject: RE: Hotel reservation charge

Hello, Anne:

This is your authorization to use your P-Card for these hotel deposits in order to hold the two reservations (as listed below). Please ensure that the travelers are aware that each of them will need to change the credit card on record when they check into the hotel (for additional night charges and any incidentals).

In addition, please make sure you include this email with your P-Card reconciliation. Thank you and have a great weekend!

Kind Regards,

Leticia Brito
Purchasing Card Program Analyst
Procurement Department
San Diego County Regional Airport Authority
P.O. Box 82776
San Diego, CA 92138
(619) 400-2536

From: Warren Anne
Sent: Thursday, February 24, 2011 11:24 AM
To: Brito Leticia
Subject: Hotel reservation charge

Board Chair Robert Gleason and Board Member Paul Robinson are attending the ACI-NA Airport Board Members & Commissioners Conference in Tucson, AZ, May 1-3, 2011. The conference hotel, The Westin La Paloma Resort & Spa, requires a one-night deposit by April 23. I would appreciate authorization for this deposit to be charged to my P-Card. Thank you, Anne

Subsequent to this authorization, Board member Anthony Young also attended this conference at the same hotel. Per Leticia Brito, this authorization included the third Board member.

Anne Warren

SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY

MISSING RECEIPT FORM

Employee/Department Head must complete form below.

Date of Purchase/Event: 4/30/11

Description of Item/Event: TAXI FROM TUCSON AIRPORT TO HOTEL

Vendor/Event Name: DISCOUNT CAB

Dollar Amount: \$46.25

Reason for Missing Receipt: I MISPLACED IT.

I hereby certify that the original receipt in question was lost or none was issued to me.


Employee Signature

6/20/11
Date


Department Head Signature

7.15.11
Date

DISCOUNT CAB
Your Green LimousineSM
DISCOUNT CAB
602-200-2000

TERMINAL: 5471
DRIVER : 56295
05/02/11 15:53

VISA XXXXXXXXXXXX6338
EXPIRY : XXXX
REF #: 42905
AUTH #: 998136

FARE : \$ 29.20
TIP : \$ 3.00

TOTAL : \$ 32.20

X _____

TRANS. APPROVED

IMPORTANT: Retain a
copy for your records

DISCOUNT CAB
Your Green LimousineSM
DISCOUNT CAB
RIDE RECEIPT
(5752)

05/02/11 17:07

SEQ#: 42991
AUTH: 097116
VISA XXXXXXXXXXXX6338
ED: XXXX

FARE: \$ 30.65
TIP: \$ 0.00
TOTAL: \$ 30.65

APPROVED: \$ 30.65
X _____

DISCOUNT CAB
Your Green LimousineSM
DISCOUNT CAB
RIDE RECEIPT

DISCOUNT CAB
Your Green LimousineSM
DISCOUNT CAB
602-200-2000

TERMINAL: 5741
DRIVER : 56485
05/03/11 16:04

VISA XXXXXXXXXXXX0095
EXPIRY : XXXX
REF #: 44113
AUTH #: 010319

FARE : \$ 42.25
TIP : \$ 4.00

TOTAL : \$ 46.25

X _____

TRANS. APPROVED

IMPORTANT: Retain a
copy for your records

← FROM HOTEL
TO TULSON AIRPORT

the westin la paloma
 3800 e sunrise dr tucson, az 85718-3302 us
 phone 520.742.6000 fax 520.577.5878
 westin.com/lapaloma.com

GUEST:

travel agent/charge to

Anthony Young
 Aaa Preferred Account

room 582
 rate 175.00
 no pers. 2
 folio 433025 A
 page 1
 arrive 30-APR-11 11:49
 depart 03-MAY-11 15:09
 payment VI

ACD29A

date	reference	description	charges/credits
30-APR-11	RT582	Room Chrg Grp Association	175.00
30-APR-11	RT582	Room Tax	22.84
30-APR-11	DEPOSIT	Deposit Applied	197.84-
30-APR-11	11376040	Azul Restaurant	16.43 ✓
30-APR-11	19379430	Sabines Pool Bar	15.23
30-APR-11	7379830	Azul Lounge	18.03
30-APR-11	10380140	Azul Restaurant	52.99 ✓
01-MAY-11	RT582	Room Chrg Grp Association	175.00
01-MAY-11	RT582	Room Tax	22.84
02-MAY-11	RT582	Room Chrg Grp Association	175.00
02-MAY-11	RT582	Room Tax	22.84
02-MAY-11	12392140	Azul Lounge	16.96
02-MAY-11	10392480	Azul Restaurant	59.55 ✓
03-MAY-11	21394101	Sabines Pool Bar	27.84
03-MAY-11	VI	Visa	602.81-
Balance Due			0.00

EXPENSE REPORT SUMMARY

Date	Room/Tax	Food/Bev	TeleComm	Other	Total	Payment
30-APR-11	197.84	102.78	0.00	0.00	300.62	197.84-
01-MAY-11	197.84	0.00	0.00	0.00	197.84	0.00
02-MAY-11	197.84	76.51	0.00	0.00	274.35	0.00
03-MAY-11	0.00	27.84	0.00	0.00	27.84	602.81-
Total	593.52	207.13	0.00	0.00	800.65	800.65-

Thank you for choosing Starwood Hotels. We look forward to welcoming you back soon!

I agree to remain personally liable for the payment of this account if the corporation or other third party billed fails to pay part or all of these charges

signature _____

As a Starwood Preferred Guest, you could have earned 1464 Starpoints for this visit. Please provide your member number or enroll today.

Anthony Young
 FOLIO 433025 30-APR-11

WESTIN
 HOTELS & RESORTS

REPORT DATE:04-30-2011

Internal Tracking Number (1137604)

Table: 7211

Dining Room: AZUL

Guests: 1

Started By :MENTOR TAFOLLI 13:40

Closed By :MENTOR TAFOLLI 14:21

Action Item Name	Qty	Amount	Change Price/Remove Tax Comps/Voids/Discounts Reason/Authorization
Sale: GOAT PANINI	1	\$13.00	
Sale: >>SPLIT PLATE<<	1	\$0.00	

Payment Summary:	Amount	Gratuity	Add'l Tip	Total
Pymt: RM CHARGE	\$13.93	\$0.00	\$2.50	\$16.43

Tendered: \$16.43

Card #: (R582) Exp: Token:

Guest: 582#####

Settlement Summary:

SubTotal	\$13.00
Tax:	\$0.93
Tax2:	\$0.00
Tip	\$2.50
Auto Gratuity:	\$0.00
Total	\$16.43

REPORT DATE:04-30-2011

Internal Tracking Number (1038014)

Table: 7075

Dining Room: AZUL

Guests: 2

Started By :GARRET GANNON 19:59

Closed By :GARRET GANNON 20:38

Action Item Name	Qty	Amount	Change Price/Remove Tax Comps/Voids/Discounts Reason/Authorization
Sale: SCALLOPS	1	\$18.00	
Sale: SEAFOOD STEW	1	\$24.00	

Payment Summary:	Amount	Gratuity	Add'l Tip	Total
Pymt: RM CHARGE	\$44.99	\$0.00	\$8.00	\$52.99
Tendered:	\$52.99		4.80 (20%)	
Card #: (R582)		Exp:	Token:	
Guest: 582#####				

Settlement Summary:

SubTotal	\$42.00
Tax:	\$2.99
Tax2:	\$0.00
Tip	\$8.00
Auto Gratuity:	\$0.00
Total	\$52.99

Internal Tracking Number (1039248)

Table: 7233

Dining Room: AZUL

Guests: 2

Started By :GARRET GANNON 17:15

Closed By :GARRET GANNON 18:07

Action Item Name	Qty	Amount	Change Price/Remove Tax Comps/Voids/Discounts Reason/Authorization
Sale: GL-FRENCH MAID	1	\$0.00	
Sale: IAGLIATELLE PASTA	1	\$17.00	
Sale: SEAFOOD STEW	1	\$24.00	

Payment Summary:	Amount	Gratuity	Add'l Tip	Total
Pymt: RM CHARGE	\$53.55	\$0.00	\$6.00	\$59.55
Tendered:	\$59.55		4.90 (20%)	28.80
Card #: (R582)		Exp:	Token:	
Guest: 582#####				

Settlement Summary:

SubTotal	\$50.00
Tax:	\$3.55
Tax2:	\$0.00
Tip	\$6.00
Auto Gratuity:	\$0.00
Total	\$59.55

SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY

MISSING RECEIPT FORM

Employee/Department Head must complete form below.

Date of Purchase/Event: 5/3/11
Description of Item/Event: DINNER - CHICKEN DINNER - NO
Vendor/Event Name: ARIZONA SPORTS GRILL EAST ALCOHOL
Dollar Amount: \$24.63
Reason for Missing Receipt: PAID WITH CREDIT CARD.
I FORGOT TO KEEP ITEMIZED RECEIPT.

I hereby certify that the original receipt in question was lost or none was issued to me.


Employee Signature

6/20/11
Date


Department Head Signature

7.15.11
Date

Arizona Sports Grill East
Tucson Airport
OTG Management
CHECK: 2968
TABLE: 14 / 1
SERVER: 111 Amanda
DATE: MAY03'11 5:41PM
CARD TYPE: Visa
ACCT #: XXXXXXXXXXXXX0095
EXP DATE: XX/XX
AUTH CODE: 024120
JACQUELINE D YOUNG

TOTAL: 24.63

Tip _____

Total _____

X _____

SIGNATURE

THANK YOU

SIGNED COPY - MERCHANT

SECOND COPY - CUSTOMER

WESTIN LA PALMA
3800 EAST SUNRISE DRIVE
TUCSON, AZ 85718
520-742-6000

1438754.1
CARLY S Table 9300
Sun 05/01/11 3:00 PM Guests 0
Guest Num: 1 AZUL LNO

1 CRANBERRY JUICE 4.00

SubTotal 4.00
Sales Tax 0.29

Please pay this amount
Total 4.29

100% of the service charge is a
gratuity for the staff.

FOR ROOM CHARGES ONLY!

Gratuity _____
Total Charge _____
Room Number _____
Print Name _____
SIGNATURE _____

WESTIN LA PALMA
3800 EAST SUNRISE DRIVE
TUCSON, AZ 85718
520-742-6000

2438490
SHANNON J Table 1901
Sun 05/01/11 11:22 AM Guests 1
Guest Num: 1 THE CAFE

1 GRANDE COFFEE 2.25

SubTotal 2.25
Service Charge 0.34
Sales Tax 0.16

Total 2.75

CASH Amount Applied 2.75

CASH Tendered 5.00

Change 2.25

100% of the service charge is a
gratuity for the staff.

FOR ROOM CHARGES ONLY!

Gratuity _____
Total Charge _____
Room Number _____
Print Name _____
SIGNATURE _____

WESTIN LA PALOMA

Full Service
3800 EAST GOLF COURSE DRIVE
TUCSON, AZ 85710
520-742-6000

21.38531
ALURA C Table 22-47
Sun 05/01/11 1:45 AM Server 1
Guest Name: 1 SASTA08

1 VEGGIE WRAP 10.50
Service Charge 2.16
Est Guest 1 Tax/Tot 0.36 15.02

8582 Subtotal 12.00
520-70000, AMT10
Service Charge 2.16
Sales Tax 0.86

Please pay this amount
Total 15.02

100% of the service charge is a
gratuity for the staff.

FIF RULE CHARGE ONLY

Gratuity _____

Total Charge _____

Room Number _____

Print Name _____

SIGNATURE _____

ACI-NA REGISTRATION FORM

2011 ACI-NA AIRPORT BOARD & COMMISSIONERS CONFERENCE
MAY 1-3, 2011 THE WESTIN LA PALOMA TUCSON, AZ

Please use one registration form for each attendee. Please print or type form.

Mr./Ms. Name: Anthony K. Young
Badge Name: Tony Title: Board Member
Organization: San Diego County Regional Airport Authority
Address: 3225 North Harbor Drive
City: San Diego State: CA Zip/Postal Code: 92101 Country: USA
Phone: 619-400-XXXX Fax: 619-400-2406 *Email: XXXX@san.org
Guest name, if attending (complimentary-no charge): _____

*Automated confirmation letter will be sent to this email. If you want confirmation sent to an additional email address, please list here: _____

Are you a first time attendee? Yes ☐ No ☐



REGISTRATION FEES

For 1 Attendee	Early (before April 7)	Regular (7 or After)
ACI/ACI-NA Member	<input checked="" type="checkbox"/> \$650 USD	<input type="checkbox"/> \$750 USD
Non-member	<input type="checkbox"/> \$925 USD	<input type="checkbox"/> \$1065 USD

SYSTEM OF PAYMENT

Please check the appropriate boxes.

☒ Check made payable to ACI-NA enclosed
OR
Credit Card:

☐ Master Card ☐ Visa
☐ Amex ☐ Diners Club

Credit Card Number: _____

Expiration Date: _____

Name on Card: _____

Signature: _____

ADA: ☐ Please check here if you require assistance in order to fully participate in this meeting.

Badges: Only individuals who register and present badges and/or tickets may attend conference events. A badge is required for all conference sessions.

PAYMENT: Full payment must accompany registration forms in order to complete a registration. Registrations will be processed at the registration rate available when payment is received. Credit card payment must be included for online and faxed registrations. Check payment will only be accepted with mailed forms and onsite registration forms. The card holder's signature above authorizes ACI-NA to charge the credit card the total correct amount due and acknowledges there are no refunds after, **Thursday, April 7, 2011.**

CONFIRMATION OF REGISTRATION: Confirmation of registration will be e-mailed to conference attendees using the e-mail address (es) provided above. If confirmation is not received within two weeks after sending in your registration form, please e-mail meetings@aci-na.org. Non-receipt of confirmation before the conference is not justification for seeking a refund.

OPT-OUT: By registering for the conference you are providing permission to receive e-mails, mailings and faxes related to the conference. If you do not wish to receive any further emails from ACI-NA, please send a reply email to: jweidlich@aci-na.org with the words "OPT-OUT" in the subject line with the original email in the body. You may notify us with your decision to opt-out within 30 days of receiving the email. *Please note, if you choose to opt out of receiving email from ACI-NA, you will no longer receive ACI-NA e-newsletters, notices of upcoming meetings, sponsorship opportunities, etc.* If you prefer to unsubscribe from certain electronic publications rather than opt-out from email communications entirely, please email such request to communications@aci-na.org. It may take up to 10 days to process your request. The postal address for ACI-NA is 1775 K Street, N.W., Suite 500, Washington, DC 20006.

Refund Policy: Registration fees will be fully refunded if written notice is received at ACI-NA no later than Thursday, April 7, 2011. After April 7, all refunds will have a processing fee of \$75 deducted. No refunds will be issued on cancellations received after Monday, April 18, 2011. Substitutions will be honored at any time. All no-shows will be billed.

Note: ACI-NA reserves the right to cancel this program if the number of registrants is insufficient. In that event, we will notify all registrants and refund the registration fee in full. However, any costs incurred by the registrant, such as hotel cancellation or airline penalties, are the responsibility of the registrant.

Fax this form to (202) 478-0889 or register online at www.aci-na.org.

Remit Payment to: ACI-NA • PO Box 79286 • Baltimore, MD 21279-0286 • PHONE: (202) 293-8500



April 8, 2011

Meeting Confirmation

Please review your **CONTACT** information below as it will be used for rosters and badges. Any changes should be sent to cgroup@aci-na.org immediately.

Please note: The company name listed is per your Official Representative to ACI-NA. No changes to Company name are permitted.

Mr. Anthony K. Young
Board Member
Nickname: Anthony
San Diego County Regional Airport Authority
PO Box 82776
San Diego, CA 92138-2776

PH: (619) 400-2408
FX: (619) 400-2406

You are registered for the following:

2011 ACI-NA Airport Board Member & Commissioners Annual Conf
Sunday, May 01, 2011 through Tuesday, May 03, 2011

Function	Quantity	Rate	Amount
Conference Registration	1	\$650.00	\$650.00
		Total	\$650.00
		Payment	\$650.00
		Balance	\$0.00

Thank you for registering for the 2011 Airport Board Member & Commissioners Annual Conference to be held May 1-3, 2011. All events will take place at The Westin La Paloma located at 3800 East Sunrise Drive, Tucson, AZ 85718. For hotel reservations, call the The Westin La Paloma at (520) 577-5887 and request the Airports Council International group rate of \$175 USD single/double occupancy plus additional taxes. The hotel cut-off date is 5 pm EST, Thursday, April 7, 2011. Reservations made after this date can only be accepted on a space and rate available basis. The hotel may sell out of rooms or the conference rate before the cut-off date. Make your reservations early.

Registration fees for the conference include continental breakfasts, lunches; all refreshment breaks and educational materials.

A taxi ride from the Tucson International Airport to the hotel is approximately \$45-50 one-way and takes about 30-40 minutes, depending upon traffic.

Dress for the meeting is business casual.

If you need to cancel your registration, please contact ACI-NA as soon as possible at (202) 293-8500 or meetings@aci-na.org. Registration fees will be fully refunded if written notice is received at ACI-NA no later than Thursday, April 7. After Thursday, April 7, all refunds will have a \$75 processing fee per person deducted. No refunds will be issued, for any reason, on cancellations received after Monday, April 18. Substitutions will be honored at any time.

For more information on this event including program updates, tourist information, Tucson weather conditions, and more visit <http://www.aci-na.org/2011/commissioners/welcome.html>.

We look forward to seeing you in Tucson for the 2011 Airport Board Member & Commissioners Annual Conference.

ACI-NA AGENDA



AIRPORT BOARD MEMBERS & COMMISSIONERS CONFERENCE

MAY 1-3, 2011

THE WESTIN LA PALOMA • TUCSON, AZ

CONFERENCE TOPICS

ACI-NA Policy & Metrics Presentation

What's New on Capitol Hill?

Standing Out: Making Your Case to the Airlines

Benchmarking Your Airport's Environmental Performance

Alternative Options for Outsourcing Aspect of Airport Operations

Air Service Incentives

Intermodalism: The Wave of the Future?

Airport Security Policy Report

Forecasting the Future of Aviation Demand/Grading Airline Performance

Understanding the Business Travelers Wants and Needs

Regulatory & Legal Issues in Accommodating Passengers with Disabilities

US DOT Aviation Consumer Protection Program



FY 2011 Per Diem Rates for ZIP 85718

(October 2010 - September 2011)

Cities not appearing below may be located within a county for which rates are listed.

To determine what county a city is located in, visit the [National Association of Counties \(NACo\) website \(a non-federal website\)](#).

The following rates apply for 85718															
Primary Destination* (1)	County (2, 3)	Max lodging by Month (excludi ng taxes)													Meals & Inc. Exp.**
		2010 Oct Nov Dec			2011 Jan Feb Mar Apr May Jun Jul Aug Sep										
Tucson	Pima County	93	93	93	93	111	111	111	111	77	77	77	93	56	

* NOTE: Traveler reimbursement is based on the location of the work activities and not the accommodations.

** Meals and Incidental Expenses: see [Breakdown of M&IE Expenses](#) for important information on first and last days of travel.



Per Diem

Overview

M&IE Breakdown

Factors Influencing Lodging Rates

FAQ

FY 2011 Highlights

Fire Safe Hotels

Have a Per Diem Question?

Per Diem Files (Archived)

Per Diem Rates

Meals and Incidental Expenses (M&IE) Breakdown

The following table shows the breakdown of continental breakfast/breakfast, lunch, and dinner components of the maximum daily reimbursement (per diem) rates for meals and incidental expenses while on travel. Refer to [Section 301-11.18 of the Federal Travel Regulation](#) for guidance on deducting these amounts from your per diem reimbursement claims for meals furnished to you by the government.

NOTE: The first and last calendar day of travel is calculated at 75 percent.

The M&IE rates differ by travel location. View the per diem rate for your primary destination to determine which M&IE rates apply.						
M&IE Total	\$48	\$51	\$56	\$61	\$66	\$71
Continental Breakfast/Breakfast	\$7	\$8	\$9	\$10	\$11	\$12
Lunch	\$11	\$12	\$13	\$15	\$16	\$18
Dinner	\$23	\$26	\$29	\$31	\$34	\$36
Incidentals	\$5	\$5	\$5	\$5	\$5	\$5
First & Last Day of Travel	\$34.50	\$38.25	\$42	\$45.75	\$49.50	\$53.25

The shortcut to this page is www.gsa.gov/mie.

CONTACTS

[Federal Travel Discussion](#)

[View Contact Details](#)

[RATE THIS PAGE](#)

THELLA F. BOWENS

716 ~~4132~~ → Corporate Semi

**SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY
TRAVEL EXPENSE REPORT**

(To be completed within 30 days from travel return date)

TRAVELER: Thella F. Bowens DEPT. NAME & NO. Executive Office BU6
 DEPARTURE DATE: 4/24/2011 RETURN DATE: 4/25/2011 REPORT DUE: 5/25/11
 DESTINATION: San Antonio, Texas

Please refer to the Authority Travel and Lodging Expense Reimbursement Policy, Article 3, Part 3.4, Section 3.40, outlining appropriate reimbursable expenses and approvals. Please attach all required supporting documentation. All receipts must be detailed, (credit card receipts do not provide sufficient detail). Any special items should be explained in the space provided below.

	Authority Expenses (Prepaid by Authority)	Employee Expenses							TOTALS
		SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	
		4/24/11	4/25/11						
Air Fare, Railroad, Bus (attach copy of itinerary w/charges)	333.40	425.80							425.80
Conference Fees (provide copy of flyer/registration expenses)									0.00
Rental Car*									0.00
Gas and Oil*									0.00
Garage/Parking*									0.00
Mileage - attach mileage form*									0.00
Taxi and/or Shuttle Fare (include tips pd.)*									0.00
Hotel*		127.26							127.26
Telephone, Internet and Fax*									0.00
Laundry*									0.00
Tips - separately paid (maids, bellhop, other hotel svcs.)									0.00
Meals (include tips pd.)									0.00
Breakfast*									0.00
Lunch*		12.22							12.22
Dinner*		32.20							32.20
Other Meals*									0.00
Alcohol is a non-reimbursable expense									
Hospitality ¹ *									0.00
Miscellaneous:									0.00
									0.00
									0.00
*Provide detailed receipts									0.00
Total Expenses prepaid by Authority	333.40	597.48	0.00	0.00	0.00	0.00	0.00	0.00	597.48

Explanation: When initially purchasing the airline tickets, a personal credit card was used. Upon the departing flight - an additional change was made due to cancellations. <div style="border: 1px solid black; padding: 5px; font-size: small;"> ¹Give names and business affiliations of any persons whose meals were paid by traveler. ²Prepare Check Request ³Attach personal check payable to SDCRAA </div>	Total Expenses Prepaid by Authority	333.40
	Total Expenses Incurred by Employee (including cash advances)	597.48
	Grand Trip Total	930.88
	Less Cash Advance (attach copy of Authority ck)	
	Less Expenses Prepaid by Authority	333.40
	Due Traveler (positive amount)²	
Due Authority (negative amount)³	597.48	
<i>Note: Send this report to Accounting even if the amount is \$0.</i>		

I as traveler or administrator acknowledge that I have read, understand and agree to Authority policies 3.40 - Travel and Lodging Expense Reimbursement Policy⁴ and 3.30 - Business Expense Reimbursement Policy⁵ and that any purchases/claims that are not allowed will be my responsibility. I further certify that this report of travel expenses were incurred in connection with official Authority business and is true and correct.

⁴ Travel and Lodging Expense Reimbursement Policy 3.40

⁵ Business Expense Reimbursement Policy 3.30

Prepared By: Amey Caldera
 Traveler Signature: Thella F. Bowens
 Approved By: _____

Ext.: X2445
 Date: 23 June 2011
 Date: _____

AUTHORITY CLERK CERTIFICATION ON BEHALF OF EXECUTIVE COMMITTEE (To be certified if used by President/CEO, Gen. Counsel, or Chief Auditor)

I, _____ hereby certify that this document was approved by the Executive Committee at its _____ meeting.
 (Please leave blank. Whoever clerk's the meeting will insert their name and title.)
 (Leave blank and we will insert the meeting date.)

Failure to attach required documentation will result in the delay of processing reimbursement. If you have any questions, please see your department Administrative Assistant or call Accounting at ext. 2806.

CR 11-096

3/11 → Corporate Services

**SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY
OUT-OF-TOWN TRAVEL REQUEST**

GENERAL INSTRUCTIONS:

- A. All travel requests must conform to applicable provisions of Policies 3.30 and 3.40.
- B. Personnel traveling at Authority expense shall, consistent with the provisions of Policies 3.30 and 3.40, use the most economical means available to affect the travel.

1. TRAVELER:

Travelers Name: Thella F. Bowens Dept: 6/Executive Office

Position: ☐ Board Member ☒ President/CEO ☐ Gen. Counsel ☐ Chief Auditor

☐ All other Authority employees (does not require executive committee administrator approval)

2. DATE OF REQUEST: 03/11/11 PLANNED DATE OF DEPARTURE/RETURN: 04/24/11 / 04/25/11

3. DESTINATIONS/PURPOSE (Provide detailed explanation as to the purpose of the trip— continue on extra sheets of paper as necessary):

Destination: San Antonio, Texas

Purpose: ACI-NA Meeting

Explanation: Meeting called for ACI-NA Executive Committee to meet with airport official representatives regarding legislative and ACI-NA management issues.

4. PROJECTED OUT-OF-TOWN TRAVEL EXPENSES

A. TRANSPORTATION COSTS:

- AIRFARE

\$ 425.80

- OTHER TRANSPORTATION (Taxi, Train, Car Rental)

\$

B. LODGING

\$ 150.00

C. MEALS

\$ 100.00

D. SEMINAR AND CONFERENCE FEES

\$

E. ENTERTAINMENT (If applicable)

\$

F. OTHER INCIDENTAL EXPENSES

\$

TOTAL PROJECTED TRAVEL EXPENSE

\$ 675.80

CERTIFICATION BY TRAVELER By my signature below, I certify that the above listed out-of-town travel and associated expenses conform to the Authority's Policies 3.30 and 3.40 and are reasonable and directly related to the Authority's business.

Travelers Signature: Thella F. Bowens

Date: 11 Mar 2011

CERTIFICATION BY ADMINISTRATOR (Where Administrator is the Executive Committee, the Authority Clerk's signature is required).

By my signature below, I certify the following:

1. I have conscientiously reviewed the above out-of-town travel request and the details provided on the reverse.
2. The concerned out-of-town travel and all identified expenses are necessary for the advancement of the Authority's business and reasonable in comparison to the anticipated benefit to the Authority.
3. The concerned out-of-town travel and all identified expenses conform to the requirements and intent of Authority's Policies 3.30 and 3.40.

Administrator's Signature: _____

Date: _____

AUTHORITY CLERK CERTIFICATION ON BEHALF OF EXECUTIVE COMMITTEE

I, Tony R. Luzzo, Authority Clerk

(Please leave blank. Whoever clerk's the meeting will insert their name and title.)

by the Executive Committee at its

3/29/11

meeting.

(Leave blank and we will insert the meeting date.)



TravelTrust
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Website: www.traveltrust.com

BOWENS/THELLA

11-Mar-2011 5:17 pm

Page 1 of 2

PLEASE CHECK NEW CARRY-ON RESTRICTIONS DIRECT WITH
YOUR CARRIER OR CALL TRAVELTRUST AT 800-792-4662

-----INVOICE/ITINERARY ACCOUNTING DOCUMENT-----

*****TICKETLESS TRAVEL INSTRUCTIONS*****

THIS IS AN E-TICKET RESERVATION.

A GOVERNMENT ISSUED PHOTO ID IS NEEDED AT CHECK IN
THIS TICKET IS NON-REFUNDABLE AND MUST BE USED FOR
THE FLIGHTS BOOKED. IF THE RESERVATION IS NOT USED
OR CANCELLED BEFORE THE DEPARTURE OF YOUR FLIGHTS
IT MAY HAVE NO VALUE. CONTACT TRAVELTRUST BEFORE
YOUR OUTBOUND FLIGHT IF CHANGE IS NECESSARY.

*****TSA GUIDANCE FOR PASSENGERS*****

PLEASE ALLOW EXTRA TIME FOR SCREENING AND BOARDING
INTERNATIONAL-MINIMUM 3 HOUR CHECK-IN PRIOR TO DEPARTURE
DOMESTIC-MINIMUM 2 HOUR CHECK-IN PRIOR TO DEPARTURE
FOR ADDITIONAL SECURITY INFORMATION VISIT [WWW.TSA.GOV](http://www.TSA.GOV)


24-Apr-2011
10:47am
Sunday

Air	US Airways	Flight#	2873	Class:	T
From:	San Diego CA, USA	To:	Phoenix AZ, USA		
Meal:	None	Seats:	Seat:4C		
Equip:	CRJ-Canadair Regiona	Status:	Confirmed		
Depart:	24-Apr-2011 Sunday	10:47am	Stops:	0	
Arrival:	24-Apr-2011 Sunday	12:04pm			

SAN-PHX OPERATED BY US AIRWAYS EXPRESS-MESA AIRLINES

Depart - TERMINAL 2

Arrive - TERMINAL 4

US Airways locator: GETY1R

Flight Duration: 1 hour(s) and 17 minutes
Class of Service: Coach


24-Apr-2011
12:30pm
Sunday

Air	US Airways	Flight#	2766	Class:	T
From:	Phoenix AZ, USA	To:	San Antonio TX, USA		
Meal:	None	Seats:	Seat:4C		
Equip:	Canadair Regional Je	Status:	Confirmed		
Depart:	24-Apr-2011 Sunday	12:30pm	Stops:	0	
Arrival:	24-Apr-2011 Sunday	04:36pm			

PHX-SAT OPERATED BY US AIRWAYS EXPRESS-MESA AIRLINES

Depart - TERMINAL 4

Arrive - TERMINAL A

US Airways locator: GETY1R

Flight Duration: 2 hour(s) and 06 minutes
Class of Service: Coach


25-Apr-2011
04:30pm
Monday

Air	American Airlines	Flight#	1827	Class:	Q
From:	San Antonio TX, USA	To:	Dallas/Ft Worth TX, USA		
Meal:	None	Seats:	Seat:17B		
Equip:	McDonnell Douglas MD	Status:	Confirmed		
Depart:	25-Apr-2011 Monday	04:30pm	Stops:	0	
Arrival:	25-Apr-2011 Monday	05:45pm			

Depart - TERMINAL B

Arrive -

American Airlines locator: GGCWMO

Flight Duration: 1 hour(s) and 15 minutes
Class of Service: Coach


25-Apr-2011
06:40pm
Monday

Air	American Airlines	Flight#	1121	Class:	Q
From:	Dallas/Ft Worth TX, USA	To:	San Diego CA, USA		
Meal:	Food For Purchase	Seats:	Seat:9B		
Equip:	McDonnell Douglas MD	Status:	Confirmed		
Depart:	25-Apr-2011 Monday	06:40pm	Stops:	0	
Arrival:	25-Apr-2011 Monday	07:45pm			



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374 North Coast Highway 101
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BOWENS/THELLA

25-Apr-2011 3:20 pm

Page 1 of 2

US AIR E-TICKET CONFIRMATION *** GQ90E2 ***

PLEASE CHECK NEW CARRY-ON RESTRICTIONS DIRECT WITH
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THE FLIGHTS BOOKED. IF THE RESERVATION IS NOT USED
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INTERNATIONAL-MINIMUM 3 HOUR CHECK-IN PRIOR TO DEPARTURE
DOMESTIC-MINIMUM 2 HOUR CHECK-IN PRIOR TO DEPARTURE
FOR ADDITIONAL SECURITY INFORMATION VISIT [WWW.TSA.GOV](http://www.TSA.GOV)


25-Apr-2011
06:48pm
Monday

Air	US Airways	Flight#	2831	Class:	W
From:	San Antonio TX, USA	To:	Phoenix AZ, USA		
Meal:	None				
Equip:	Canadair Regional Je	Status:	Confirmed		
Depart:	25-Apr-2011 Monday 06:48pm	Stops:	0		
Arrival:	25-Apr-2011 Monday 07:20pm				

SAT-PHX OPERATED BY US AIRWAYS EXPRESS-MESA AIRLINES

Depart - TERMINAL A

Arrive - TERMINAL 4

US Airways locator: GQ90E2

YOUR SEAT WILL BE ASSIGNED AT CHECKIN

Flight Duration: 2 hour(s) and 32 minutes

Class of Service: Coach


25-Apr-2011
08:10pm
Monday

Air	US Airways	Flight#	192	Class:	W
From:	Phoenix AZ, USA	To:	San Diego CA, USA		
Meal:	None				
Equip:	Airbus A321 Jet	Status:	Confirmed		
Depart:	25-Apr-2011 Monday 08:10pm	Stops:	0		
Arrival:	25-Apr-2011 Monday 09:23pm				

Depart - TERMINAL 4

Arrive - TERMINAL 2

US Airways locator: GQ90E2

YOUR SEAT WILL BE ASSIGNED AT CHECKIN

Flight Duration: 1 hour(s) and 13 minutes

Class of Service: coach

22-Oct-2011
Saturday

Other

San Diego CA, USA
RESERVATION RETAINED FOR 180 DAYS

TRAVELTRUST IS OPEN MONDAY - FRIDAY FROM 5AM-530PM PST
AND SATURDAY FROM 9AM-1PM PST - 760-635-1700.
FOR EMERGENCY AFTERHOURS SERVICE IN THE US
PLEASE CALL 888-221-8043 AND USE YOUR VIT CODE - SJE72
PLEASE NOTE THIS IS OUR NEW EMERGENCY NUMBER
EACH EMERGENCY CALL IS BILLABLE AT A MINIMUM 25.00
THANK YOU FOR CHOOSING TRAVELTRUST...CHERYL HARLOFF



TravelTrust
374 North Coast Highway 101
Encinitas, Ca 92024
Tel: 760-635-1700
Fax: 760-635-1720
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BOWENS/THELLA

25-Apr-2011 3:20 pm

Page 2 of 2

Ticket Information

BOWENS THELLA
Ticket#: 8646577348
Invoice#: 5211788

Ticket Base Fare:	266.98
Ticket Tax:	41.42
Total Ticket Amount:	308.40

Electronic: YES

SERVICE FEE DOCUMENT #: 0545818008 FEE AMOUNT: 25.00

BILLED TO: AMERICAN EXPRESS ENDING IN 1006

\$ 333.40

Return flight
had to be
rescheduled.



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Encinitas, Ca 92024
Tel: 760-635-1700
Fax: 760-635-1720
Website: www.traveltrust.com

BOWENS/THELLA

11-Mar-2011 5:17 pm

Page 2 of 2

Depart -
Arrive - -TERMINAL 2
American Airlines locator: GGCWMQ
AA Frequent Flyer# YF49148-BOWENS/THELLA
Flight Duration: 3 hour(s) and 05 minutes
Class of Service: Coach

Other

22-Oct-2011
Saturday

San Diego CA, USA
RESERVATION RETAINED FOR 180 DAYS

TRAVELTRUST IS OPEN MONDAY - FRIDAY FROM 5AM-530PM PST
AND SATURDAY FROM 9AM-1PM PST - 760-635-1700.
FOR EMERGENCY AFTERHOURS SERVICE IN THE US
PLEASE CALL 888-221-6062 AND USE YOUR VIT CODE - S7NS0
PLEASE NOTE THIS IS OUR NEW EMERGENCY NUMBER
EACH EMERGENCY CALL IS BILLABLE AT A MINIMUM 25.00
THANK YOU FOR CHOOSING TRAVELTRUST...MARY LARSON-PICKETT

Ticket Information

BOWENS THELLA	
Ticket#: 7962420692	Ticket Base Fare: 328.37
Invoice#: 1182905	Ticket Tax: 67.43
	Total Ticket Amount: 395.80
Electronic: YES	

SERVICE FEE DOCUMENT #: 0544478385 FEE AMOUNT: 30.00

BILLED TO: AMERICAN EXPRESS ENDING IN 3006 ← Thella

\$425.80

Thella's

RECEIPTS FROM TRAVEL TO SAN ANTONIO, TEXAS
APRIL 24 - 25, 2011—THELLA F. BOWENS

HMSHOST
T4 N3 PIZZA HUT
SKY HARBOR INTERNATIONAL AIRPORT

325 Damodhar

5599 GST 1
APR24'11 12:07PM

PIZ PPP MARGARIT	7.99
WTR FIJI M	3.19
SUBTOTAL	11.18
TAX	1.04
AMOUNT PAID	12.22
XXXXXXXXXXXX1003	
AMEX	12.22

HANK YOU FOR YOUR BUSINESS!

TELL US ABOUT YOUR EXPERIENCE

DEREK BOETTCHER
602-275-1721
DEREK.BOETTCHER@HMSHOST.COM

Your order number is: 5599

SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY

MISSING RECEIPT FORM

Employee/Department Head must complete form below.

Date of Purchase/Event: 4/24/2011

Description of Item/Event: Dinner

Vendor/Event Name: Piatti's Restaurant

Dollar Amount: \$32.20

Reason for Missing Receipt: Lost receipt

note: copy of AMEX charge attached

I hereby certify that the original receipt in question was lost or none was issued to me.


Employee Signature

23 June, 2011
Date

Department Head Signature

Date

Form must be attached to Petty Cash Voucher for Reimbursement



MY ACCOUNT

CARDS

TRAVEL

REWARDS

BUSINESS

Need help?

United States (Change Country) Contact Us LOG OUT

Account Summary

Statements & Activity

Payments

Customer Services

Benefits

Additional Cards

View Billing Statements

View Tutorial

Download

Print

Need Help

Year-End Summary

CARD ACTIVITY for THELLA F BOWENS

TIME PERIOD

Current Statement Mar 29, 2011 to Apr 27, 2011

NARROW RESULTS

Search Transactions

Other Filters

VIEW BY:

CATEGORY

MERCHANT

PAY IN FULL/PAY OVER TIME

GRAPH ON

Transaction Details
Prepared for
THELLA F BOWENS
Account Number

Platinum Card® / March 29, 2011 to April 27, 2011

CLOSE

CANCEL

PRINT

1 - 42 of 42 Transactions

Date	Foreign Spend	Description	Amount \$
04/28/2011	Tue	HYATT PLACE SAN ANTONIO SAN ANTONIO TX	127.26
04/24/2011	Sun	N3 CARVEL ICE 033021 PHOENIX AZ	12.22
04/24/2011	Sun	PIATTI SAN ANTONIO 1 SAN ANTONIO TX	32.20

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Hyatt Place San Antonio Airport South

7615 Jones Maltsberger Road

Jun 16, 2011
5:53 pm

San Antonio, TX 78216

Telephone: (210)930-2333 Fax: (210)930-2336

THELLA BOWENS
3225 N HARBOR DR
SAN DIEGO, CA 92101

Folio #: 87311
Room Number: 511
Rate: \$109.00
Pay Method: AX1003

Arrival Date: Sunday, April 24, 2011
Departure Date: Monday, April 25, 2011

Member #: None Entered

Information: CANCEL BY 4 PM DAY OF ARRIVAL

Date	Department	Reference	Voucher	Room	Debit	Credit
4/24/2011	Room Charge	Auto Posted		511	\$109.00	
4/24/2011	STATE TAX 6%	Auto Posted		511	\$6.54	
4/24/2011	CITY 9%	Auto Posted		511	\$9.81	
4/24/2011	BEXAR CNTY TAX 1	Auto Posted		511	\$1.91	
4/25/2011	AMERICAN EXPRESS	CHECKED-OUT	TAX1003	511		\$127.26

I agree that my liability for all charges is not waived

Signature _____

Tax Summary	
STATE TAX 6	\$6.54
CITY 9%	\$9.81
BEXAR CNTY	\$1.91

Balance: \$0.00

Meeting Agenda
↓ 10-2

Caldera Amy

From: Frank Miller [Frank.Miller@sanantonio.gov]
Sent: Friday, March 11, 2011 5:20 AM
To: 'Glindsey@lawa.org'; 'Reis.M@portseattle.org'; 'John.Martin@flsfo.com';
'rsandolino@cityofchicago.org'; 'jfegan@dfwairport.com'; 'jeff.hamiel@mspm.com'; 'Maureen Riley'; 'Randall Walker'; 'John D. Clark, III'; 'David Edwards'; 'Hardy Acree'; 'Bowens Thella'; 'Gregory Principato'; Barbara Trevino
Cc:
Subject: ACI-NA Meeting

Well, it's like herding cats trying to work schedules. I didn't hear from most of you that Easter presented a problem for meeting on the 25th, and some of you who can make the 25th cannot make the 18th. Therefore, the meeting in San Antonio on April 25th seems to be the best schedule. Please let me know if you need assistance with identifying a hotel if you are flying in on the 24th.

The meeting will take place at 10:00 in Terminal ^A2 at the airport on the mezzanine level. The elevator is located on the ticketing level at the end of the ticket counter where Southwest Airlines is located. My cell number if you need to contact me is ~~XXXXXXXXXX~~.

Frank R. Miller
Aviation Director
San Antonio Airport System
9800 Airport Boulevard
San Antonio, TX 78216
210.207.3444
210.207.3800 (fax)

↓
FYI:
you will arrive in Terminal A

SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY

TRAVEL EXPENSE REPORT

(To be completed within 30 days from travel return date)

TRAVELER: Thella F. Bowens DEPT. NAME & NO. 6 Executive Office
 DEPARTURE DATE: 5/1/2011 RETURN DATE: 5/3/2011 REPORT DUE: 6/2/11
 DESTINATION: Tucson, Arizona

Please refer to the Authority Travel and Lodging Expense Reimbursement Policy, Article 3, Part 3.4, Section 3.40, outlining appropriate reimbursable expenses and approvals. Please attach all required supporting documentation. All receipts must be detailed, (credit card receipts do not provide sufficient detail). Any special items should be explained in the space provided below.

	Authority Expenses (Prepaid by Authority)	Employee Expenses							TOTALS
		SUNDAY 5/1/11	MONDAY 5/2/11	TUESDAY 5/3/11	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	
Air Fare, Railroad, Bus (attach copy of itinerary w/charges)	311.40								0.00
Conference Fees (provide copy of flyer/registration expenses)	650.00								0.00
Rental Car*									0.00
Gas and Oil*									0.00
Garage/Parking*									0.00
Mileage - attach mileage form*									0.00
Taxi and/or Shuttle Fare (include tips pd.)*		52.50		52.50					105.00
Hotel*									0.00
Telephone, Internet and Fax*									0.00
Laundry*									0.00
Tips - separately paid (maids, bellhop, other hotel srvs.)				2.00					2.00
Meals (include tips pd.)	Breakfast*								0.00
	Lunch*	43.44							43.44
	Dinner*	32.78							32.78
	Other Meals*	12.46							12.46
Alcohol is a non-reimbursable expense									
Hospitality ¹ *									0.00
Miscellaneous: Baggage Fees									0.00
									0.00
									0.00
*Provide detailed receipts									0.00
Total Expenses prepaid by Authority		961.40	141.18	0.00	54.50	0.00	0.00	0.00	195.68

Explanation:

Total Expenses Prepaid by Authority	961.40
Total Expenses Incurred by Employee (including cash advances)	195.68
Grand Trip Total	1,157.08
Less Cash Advance (attach copy of Authority ck)	
Less Expenses Prepaid by Authority	961.40
Due Traveler (positive amount)²	
Due Authority (negative amount)³	195.68

Note: Send this report to Accounting even if the amount is \$0.

¹ Give names and business affiliations of any persons whose meals were paid by traveler.
² Prepare Check Request
³ Attach personal check payable to SDCRAA

I as traveler or administrator acknowledge that I have read, understand and agree to Authority policies 3.40 - Travel and Lodging Expense Reimbursement Policy⁴ and 3.30 - Business Expense Reimbursement Policy⁵ and that any purchases/claims that are not allowed will be my responsibility. I further certify that this report of travel expenses were incurred in connection with official Authority business and is true and correct.

⁴ Travel and Lodging Expense Reimbursement Policy 3.40

⁵ Business Expense Reimbursement Policy 3.30

Prepared By: Amy Caldera
 Traveler Signature: Thella F. Bowens
 Approved By: _____

Ext.: 2445
 Date: 15 July 2011
 Date: _____

AUTHORITY CLERK CERTIFICATION ON BEHALF OF EXECUTIVE COMMITTEE (To be certified if used by President/CEO, Gen. Counsel, or Chief Auditor)

I, _____ hereby certify that this document was approved by the Executive Committee at its _____ meeting.

(Please leave blank. Whoever clerk's the meeting will insert their name and title.)
 (Leave blank and we will insert the meeting date.)

Failure to attach required documentation will result in the delay of processing reimbursement. If you have any questions, please see your department Administrative Assistant or call Accounting at ext. 2806.

**SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY
OUT-OF-TOWN TRAVEL REQUEST**

GENERAL INSTRUCTIONS:

- A. All travel requests must conform to applicable provisions of Policies 3.30 and 3.40.
B. Personnel traveling at Authority expense shall, consistent with the provisions of Policies 3.30 and 3.40, use the most economical means available to affect the travel.

1. TRAVELER:

Travelers Name: Thella F. Bowens Dept: 6/Executive Office
Position: ☐ Board Member ☒ President/CEO ☐ Gen. Counsel ☐ Chief Auditor
☐ All other Authority employees (does not require executive committee administrator approval)

2. DATE OF REQUEST: 3/17/11 PLANNED DATE OF DEPARTURE/RETURN: 05/01/11 / 05/03/11

3. DESTINATIONS/PURPOSE (Provide detailed explanation as to the purpose of the trip— continue on extra sheets of paper as necessary):

Destination: Tucson, AZ

Purpose: Airport Board Member & Commissioners Conference

Explanation: Airport Board Member & Commissioners Conference

4. PROJECTED OUT-OF-TOWN TRAVEL EXPENSES

A. TRANSPORTATION COSTS:

- | | | |
|--|----|--------|
| • AIRFARE | \$ | 400.00 |
| • OTHER TRANSPORTATION (Taxi, Train, Car Rental) | \$ | 200.00 |

B. LODGING	\$	650.00
------------	----	--------

C. MEALS	\$	250.00
----------	----	--------

D. SEMINAR AND CONFERENCE FEES	\$	650.00
--------------------------------	----	--------

E. ENTERTAINMENT (If applicable)	\$	
----------------------------------	----	--

F. OTHER INCIDENTAL EXPENSES	\$	100.00
------------------------------	----	--------

TOTAL PROJECTED TRAVEL EXPENSE	\$	2250.00
---------------------------------------	-----------	----------------

CERTIFICATION BY TRAVELER By my signature below, I certify that the above listed out-of-town travel and associated expenses conform to the Authority's Policies 3.30 and 3.40 and are reasonable and directly related to the Authority's business.

Travelers Signature:  Date: 18 March 2011

CERTIFICATION BY ADMINISTRATOR (Where Administrator is the Executive Committee, the Authority Clerk's signature is required).

By my signature below, I certify the following:

1. I have conscientiously reviewed the above out-of-town travel request and the details provided on the reverse.
2. The concerned out-of-town travel and all identified expenses are necessary for the advancement of the Authority's business and reasonable in comparison to the anticipated benefit to the Authority.
3. The concerned out-of-town travel and all identified expenses conform to the requirements and intent of Authority's Policies 3.30 and 3.40.

Administrator's Signature: _____ Date: _____

AUTHORITY CLERK CERTIFICATION ON BEHALF OF EXECUTIVE COMMITTEE

I, Tony R. Russell, Authority Clerk, hereby certify that this document was approved
(Please leave blank. Whoever clerk's the meeting will insert their name and title.)
by the Executive Committee at its 3/29/11 meeting.
(Leave blank and we will insert the meeting date.)

ACI-NA AGENDA



AIRPORT BOARD MEMBER & COMMISSIONERS CONFERENCE

MAY 1-3, 2011

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SUNDAY, MAY 1

9:00 am - 4:00 pm	Registration Open
11:00 am - 12:00 pm	Commissioners Full Committee Meeting Indigo Room
1:30 pm - 1:45 pm	Opening and Welcoming Remarks Greg Principato, President; ACI-NA Bonnie Allin, Chief Executive Officer; Tucson Airport Authority Rubin Salter, Chairman of the Board, Tucson Airport Authority
1:45 am - 2:15 pm	Airport Industry and Policy Update Debby McElroy, Executive Vice President, Policy and External Affairs; ACI-NA
2:15 pm - 2:45 pm	What's New on Capitol Hill? Greg Principato, President; ACI-NA
2:45 pm - 3:15 pm	Airport Priorities: Gaining Support from Local Governing Bodies Frank Genzer, Commissioner Gulfport-Biloxi Regional Airport Authority
3:15 pm - 3:30 pm	Refreshment Break
3:30 pm - 4:15 pm	Airport Security Policy Report Chris Bidwell, Vice President, Security & Facilitation; ACI-NA
5:00 pm - 6:00 pm	Welcome Reception Arizona Deck, Westin La Paloma

MONDAY, MAY 2

7:30 am - 4:00 pm	Registration
-------------------	---------------------

7:30 am - 8:30 am	Continental Breakfast
8:30 am - 9:15 am	FAA Office of Airports Presentation Catherine Lang, Deputy Associate Administrator for Airports; FAA
9:15 am - 10:00 am	Forecasting the Future of Aviation Demand/Grading Airline Performance Mike Lowry, Publisher/Editor; <i>AirWatch Report</i>
10:00 am - 10:15 am	Morning Refreshment Break
10:15 am - 11:00 am	Standing Out: Making Your Case to the Airlines Tom Reich, President & Managing Partner; Air Service Partners, LLC.
11:00 am - 11:45 am	Staying on the Right Side of the Law: Air Service Incentives & Revenue Diversion Stephen H. Kaplan, Partner; Kaplan Kirsch Rockwell LLP
11:45 am - 12:00 pm	Commissioners Spring Scholarship Award Announcement Jim Trout, Glacier Park International Airport Chair, ACI-NA Commissioners Committee
12:00 pm - 1:30 pm	Luncheon Address: Understanding the Business Travelers Wants and Needs Joe Sharkey, Business Travel Columnist; <i>The New York Times</i>
1:45 pm - 2:30 pm	Alternative Options for Outsourcing Aspect of Airport Operations Warren Adams, Director; LeighFisher, Inc.
2:30 pm - 3:15 pm	Intermodalism: The Wave of the Future? Stephen D. Van Beek, Ph.D, Chief of Policy and Strategy; LeighFisher, Inc.
3:15 pm - 3:30 pm	Afternoon Refreshment Break
3:30 pm - 4:15 pm	The US DOT Aviation Consumer Protection Program Blane Workie, Deputy Assistant General Counsel Office of Aviation Enforcement and Proceedings United States Department of Transportation
5:30 pm - 7:00 pm	Evening Reception: Hosted by Tucson Airport Authority J-Bar, Westin La Paloma



TUESDAY, MAY 3

8:00 am - 10:00 am	Registration
8:00 am - 9:00 am	Continental Breakfast
9:00 am - 9:45 am	Regulatory & Legal Issues in Accommodating Passengers with Disabilities Monica R. Kemp, General Counsel; ACI-NA
9:45 am - 10:15 am	Benchmarking Environmental Performance Paul J. Eubanks, Senior Manager, Policy and Regulatory Affairs; ACI-NA
10:15 am - 10:30 am	Conference Wrap-Up



TravelTrust
274 North Coast Highway 101
Encinitas, Ca 92024
Tel: 760-635-1700
Fax: 760-635-720
Website: www.traveltrust.net

Flight Change

BOWENS/THELLA

DEPT 6

20-Apr-2011 11:02 am

Page 1 of 1

YOUR SOUTHWEST ETICKET CONFIRMATION IS ** WLMH3J **

-----INVOICE/ITINERARY ACCOUNTING DOCUMENT-----


*****TICKETLESS TRAVEL INSTRUCTIONS*****

THIS IS AN E-TICKET RESERVATION.

A GOVERNMENT ISSUED PHOTO ID IS NEEDED AT CHECK IN
A PORTION OF THIS TRIP MAY BE REFUNDABLE. PLEASE RETURN
UNUSED PORTIONS TO TRAVELTRUST FOR POSSIBLE REFUND.

*****TSA GUIDANCE FOR PASSENGERS*****

PLEASE ALLOW EXTRA TIME FOR SCREENING AND BOARDING
INTERNATIONAL-MINIMUM 3 HOUR CHECK-IN PRIOR TO DEPARTURE
DOMESTIC-MINIMUM 2 HOUR CHECK-IN PRIOR TO DEPARTURE
FOR ADDITIONAL SECURITY INFORMATION VISIT WWW.TSA.GOV


01-May-2011
09:05am
Sunday

Air Southwest Airlines
From: San Diego CA, USA
Meal: None
Equip: Boeing 737-700 Jet
Depart: 01-May-2011 Sunday 09:05am
Arrival: 01-May-2011 Sunday 10:15am
Depart - TERMINAL 1
Arrive -
Flight Duration: 1 hour(s) and 10 minutes
Class of Service: Business Select

Flight# 1079 Class: K
To: Tucson AZ, USA
Status: Confirmed
Stops: 0


03-May-2011
10:30am
Tuesday

Air Southwest Airlines
From: Tucson AZ, USA
Meal: None
Equip: Boeing 737-700 Jet
Depart: 03-May-2011 Tuesday 10:30am
Arrival: 03-May-2011 Tuesday 11:45am
Depart -
Arrive - TERMINAL 1
Flight Duration: 1 hour(s) and 15 minutes
Class of Service: Business Select

Flight# 553 Class: K
To: San Diego CA, USA
Status: Confirmed
Stops: 0

30-Oct-2011
Sunday

Other
San Diego CA, USA
RESERVATION RETAINED FOR 180 DAYS-B

TRAVELTRUST IS OPEN MONDAY - FRIDAY FROM 5AM-530PM PST
AND SATURDAY FROM 9AM-1PM PST - 760-635-1700.
FOR EMERGENCY AFTERHOURS SERVICE IN THE US
PLEASE CALL 888-221-6062 AND USE YOUR VIT CODE - S7NS0
PLEASE NOTE THIS IS OUR NEW EMERGENCY NUMBER
EACH EMERGENCY CALL IS BILLABLE AT A MINIMUM 25.00
THANK YOU FOR CHOOSING TRAVELTRUST...SCOTT MACKERLEY

Ticket Information

BOWENS THELLA
Ticket#: 2169074183
Invoice#: 1184063

Ticket Base Fare: 61.30
Ticket Tax: 0.00
Total Ticket Amount: 61.30

Electronic: YES

SERVICE FEE DOCUMENT #: 0545671384 FEE AMOUNT: 25.00

BILLED TO: AMERICAN EXPRESS ENDING IN 1006

\$ 86.30



TravelTrust
374 North Coast Highway 101
Encinitas, Ca 92024
Tel: 760-635-1700
Fax: 760-635-1720
Website: www.traveltrust.com

BOWENS/THELLA

DEPT 6

06-Apr-2011 5:14 pm

Page 1 of 2

YOUR SOUTHWEST ETICKET CONFIRMATION IS ** WLMH3J **

-----INVOICE/ITINERARY ACCOUNTING DOCUMENT-----


*****TICKETLESS TRAVEL INSTRUCTIONS*****

THIS IS AN E-TICKET RESERVATION.


A GOVERNMENT ISSUED PHOTO ID IS NEEDED AT CHECK IN
A PORTION OF THIS TRIP MAY BE REFUNDABLE. PLEASE RETURN
UNUSED PORTIONS TO TRAVELTRUST FOR POSSIBLE REFUND.

*****TSA GUIDANCE FOR PASSENGERS*****


PLEASE ALLOW EXTRA TIME FOR SCREENING AND BOARDING
INTERNATIONAL-MINIMUM 3 HOUR CHECK-IN PRIOR TO DEPARTURE
DOMESTIC-MINIMUM 2 HOUR CHECK-IN PRIOR TO DEPARTURE
FOR ADDITIONAL SECURITY INFORMATION VISIT WWW.TSA.GOV


01-May-2011
09:05am
Sunday

Air Southwest Airlines Flight# 1079 Class: K
From: San Diego CA, USA To: Tucson AZ, USA
Meal: None
Equip: Boeing 737-700 Jet Status: Confirmed
Depart: 01-May-2011 Sunday 09:05am Stops: 0
Arrival: 01-May-2011 Sunday 10:15am
Depart - TERMINAL 1
Arrive -
Flight Duration: 1 hour(s) and 10 minutes
Class of Service: Business Select


03-May-2011
12:45pm
Tuesday

Air Southwest Airlines Flight# 457 Class: K
From: Tucson AZ, USA To: Las Vegas NV, USA
Meal: None
Equip: Boeing 737-700 Jet Status: Confirmed
Depart: 03-May-2011 Tuesday 12:45pm Stops: 0
Arrival: 03-May-2011 Tuesday 02:05pm
Depart -
Arrive - TERMINAL 1
Flight Duration: 1 hour(s) and 20 minutes
Class of Service: Business Select


03-May-2011
03:05pm
Tuesday

Air Southwest Airlines Flight# 492 Class: K
From: Las Vegas NV, USA To: San Diego CA, USA
Meal: None
Equip: Boeing 737-300 Jet Status: Confirmed
Depart: 03-May-2011 Tuesday 03:05pm Stops: 0
Arrival: 03-May-2011 Tuesday 04:10pm
Depart - TERMINAL 1
Arrive - TERMINAL 1
Flight Duration: 1 hour(s) and 05 minutes
Class of Service: Business Select

Other

30-Oct-2011
Sunday

San Diego CA, USA
RESERVATION RETAINED FOR 180 DAYS-A

TRAVELTRUST IS OPEN MONDAY - FRIDAY FROM 5AM-530PM PST
AND SATURDAY FROM 9AM-1PM PST - 760-635-1700.
FOR EMERGENCY AFTERHOURS SERVICE IN THE US
PLEASE CALL 888-221-6062 AND USE YOUR VIT CODE - S7NS0
PLEASE NOTE THIS IS OUR NEW EMERGENCY NUMBER
EACH EMERGENCY CALL IS BILLABLE AT A MINIMUM 25.00
THANK YOU FOR CHOOSING TRAVELTRUST...SCOTT MACKERLEY



Traveltrust
374 North Coast Highway 101
Encinitas, Ca 92024
Tel: 760-635-1700
Fax: 760-635-1720
Website: www.traveltrust.com

BOWENS/THELLA

DEPT 6

06-Apr-2011 5:14 pm

Page 2 of 2

Ticket Information

BOWENS THELLA
Ticket#: 2166198789
Invoice#: 1183678

Ticket Base Fare: 195.10
Ticket Tax: 0.00
Total Ticket Amount: 195.10

Electronic: YES

SERVICE FEE DOCUMENT #: 0545259342 FEE AMOUNT: 30.00

BILLED TO: AMERICAN EXPRESS ENDING IN 1006

\$225.10

[About ACI-NA](#) [ACI-NA 2010 Events](#) [ACI-NA Committees](#) [Stats & Research](#) [ACI-NA Newsroom](#) [ACI-NA Issues](#) [ACI-NA Home](#)

Purchase Detail

ACI paid for hotel expenses[other orders](#)

Please print this page for future reference, and present it at on-site registration.

If changes need to be made to your registration contact our office by calling (202) 293-8500 or by email at sbriscoe@aci-na.aero

Order# 56085

ID: 4105

Full Name: Thella F. Bowens

Order Date 04/06/2011

Description	Unit Price	Qty.	Price
-------------	------------	------	-------

2011 ACI-NA Airport Board Member & Commissioners Annual Conf - From: 05/01/2011 To: 05/03/2011			
---	--	--	--

Conference Registration 05/01/2011 12:00 AM - 05/03/2011 12:00 AM	\$ 650.00	1	\$ 650.00
--	-----------	---	-----------

Total			\$ 650.00
-------	--	--	-----------

the westin la paloma
3800 e sunrise dr tucson, az 85718-3302 us
phone 520.742.6000 fax 520.577.5878
westin.com/lapaloma.com

guest

travel agent/charge to

Ms Thella *V Bowens

room 196
rate 0.00
no. pers. 1
folio 437085 EX-A
page 1
arrive 01-MAY-11 13:36
depart 03-MAY-11
payment AX

ACD29A

ACI paid hotel expense

date	reference	description	charges/credits
01-MAY-11	11388974	Azul Restaurant	See pg 2 - 32.78
01-MAY-11	15389550	Room Service	See pg 2 - 22.92
03-MAY-11	AX	American Express	55.70- \$12.46
Balance Due			0.00

For your convenience, we have prepared this zero-balance folio indicating a \$0 balance on your account. Please be advised that any charges not reflected on this folio will be charged to the credit card on file with the hotel. While this folio reflects a \$0 balance, your credit card may not be charged until after your departure. You are ultimately responsible for paying all of your folio charges in full.

EXPENSE REPORT SUMMARY

Date	Room/Tax	Food/Bev	TeleComm	Other	Total	Payment
01-MAY-11	0.00	55.70	0.00	0.00	55.70	0.00
Total	0.00	55.70	0.00	0.00	55.70	0.00

Thank you for choosing Starwood Hotels. We look forward to welcoming you back soon!

I agree to remain personally liable for the payment of this account if the corporation or other third party billed fails to pay part or all of these charges.

signature

As a Starwood Preferred Guest you have earned at least 111 Starpoints for this visit A50768218495

Ms Thella *V Bowens
FOLIO 437085 01-MAY-11

WESTIN
HOTELS & RESORTS

**RECEIPTS FROM TRAVEL TO TUCSON, ARIZONA
MAY 1 to 3, 2011—THELLA F. BOWENS**

5/1 taxi
to
hotel

24 HOUR SERVICE - AIRPORT SERVICE

DATE 5/1 TIME YELLOW
 AMOUNT \$44.50 + \$8 CAB# 1602
 DRIVER VICTOR 520 4052793
 FROM _____
 TO _____

WESTIN LA PALOMA
 Azul Restaurant
 3800 EAST SUNRISE DRIVE
 TUCSON, AZ 85718
 520-742-6000

LILIA M 938543.1
 Sun 05/01/11 12:07 PM ✓ Table 7123
 Guest Num: 2 Guests 2
 AZUL

1 ADULT BRUNCH 34.95
 Subtotal 34.95
 Sales Tax 2.49

Please pay this amount
Total 37.44

100% of the service charge is a
 gratuity for the staff.

 FOR ROOM CHARGES ONLY!

Gratuity 6.00
 Total Charge 43.44
 Room Number _____
 Print Name _____
 SIGNATURE _____

WESTIN LA PALOMA
 Azul Restaurant
 3800 EAST SUNRISE DRIVE
 TUCSON, AZ 85718
 520-742-6000

EMP: LILIA M AMEX
 Date 05/01/11 Time 12:24
 Table 7123
 938543.1 AZUL

Card Holder BO####,THELLA
 Card Number #####1003 #/##
 Auth-Code: 504688 CR#: 114645

Amount.. 37.44
 Tip.... 6.00
 Total 43.44

[Signature]
 X
 Cardmember agrees to pay total in
 accordance with agreement governing
 use of such card.

5/1
~~lunch~~
 Lunch # 43.44

**RECEIPTS FROM TRAVEL TO TUCSON, ARIZONA
MAY 1 to 3, 2011—THELLA F. BOWENS**

WESTIN LA PALOMA
Azul Restaurant
3800 EAST SUNRISE DRIVE
TUCSON, AZ 85718
520-742-6000

KATLYN W ✓ 1138897.1
Sun 05/01/11 7:56 PM Table 7021
Guest Num: 3 Guests 5
AZUL

1 BEET SALAD 13.00
1 SHORT RIBS 12.00

SubTotal 25.00
Sales Tax 1.78

Please pay this amount
Total 26.78

100% of the service charge is a
gratuity for the staff.

FOR ROOM CHARGES ONLY!

Gratuity \$ 6.00
Total Charge \$ 32.78

Room Number 196D
Print Name THELLA BOWENS
SIGNATURE *[Signature]*

5/1 dinner

WESTIN LA PALOMA
In-Room Dining
3800 EAST SUNRISE DRIVE
TUCSON, AZ 85718
520-742-6000

EHAB T ✓ 15238955
Sun 05/01/11 9:06 PM Table 196
Guest Num: 1 Guests 1
SVC EXPRES

1 BERRIES & CREAM 7.50

R196 SubTotal 7.50
196/BOWENS, THELLA 7.50
\$7.50 Service Charge 1.43
1.43 Delivery Charge 3.53
.53 Sales Tax
\$17.46

Please pay this amount
Total 12.46
\$12.46

Check includes a 19% service charge
(plus taxes) and a \$1 delivery charge.
A 15% gratuity plus \$1.50 is added to the bill as gratuity.

FOR ROOM CHARGES ONLY!

Gratuity
Total Charge

Room Number 196

Print Name Bowens

SIGNATURE *[Signature]*

5/1 Other meal

RECEIPTS FROM TRAVEL TO TUCSON, ARIZONA
MAY 1 to 3, 2011—THELLA F. BOWENS

85440

luggage claim check

hold luggage \$2 tip

The hotel is not liable for loss or damage to the property as a result of fire, flood, theft, ordinary or gross negligence, or otherwise, except for loss or damage caused by intentional misconduct on the part of the hotel or its employees.

05/03/2011 \$2 tip

24 HOUR SERVICE - AIRPORT SERVICE

DATE _____
TRIP ID # _____ TIME YELLOW
AMOUNT \$44.50 + Tip CAB # 1602
DRIVER Victor 520 4052793
FROM _____
TO \$52.50

SAFE DRIVERS NEEDED!! CALL 520-624-6611
FEEDBACK? SEND TO COMMENTS@AAAYELLOWAZ.COM
DBA - AAA Cab, Courier, Checker, Neal's, TLC, Fiesta

5/3 taxi to airport
\$44.50 + \$8 tip

SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY

TRAVEL EXPENSE REPORT

(To be completed within 30 days from travel return date)

TRAVELER: Thella F. Bowens DEPT. NAME & NO. 6/Executive Office
 DEPARTURE DATE: 6/3/2011 RETURN DATE: 6/6/2011 REPORT DUE: 7/6/11
 DESTINATION: Ft. Worth, Texas

Please refer to the Authority Travel and Lodging Expense Reimbursement Policy, Article 3, Part 3.4, Section 3.40, outlining appropriate reimbursable expenses and approvals. Please attach all required supporting documentation. All receipts must be detailed, (credit card receipts do not provide sufficient detail). Any special items should be explained in the space provided below.

	Authority Expenses (Prepaid by Authority)	Employee Expenses							TOTALS
		SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	
		6/5/11	6/6/11				6/3/11	6/4/11	
Air Fare, Railroad, Bus (attach copy of itinerary w/charges)	684.30								0.00
Conference Fees (provide copy of flyer/registration expenses)									0.00
Rental Car*									0.00
Gas and Oil*									0.00
Garage/Parking*									0.00
Mileage - attach mileage form*									0.00
Taxi and/or Shuttle Fare (include tips pd.)*			78.00						78.00
Hotel*		205.85						205.85	411.70
Telephone, Internet and Fax*									0.00
Laundry*									0.00
Tips - separately paid (maids, bellhop, other hotel srvs.)									0.00
Meals (include tips pd.)									0.00
Breakfast*									0.00
Lunch*		19.49							19.49
Dinner*			8.10					28.82	36.92
Other Meals*									0.00
Alcohol is a non-reimbursable expense									
Hospitality ¹ *									0.00
Miscellaneous: Baggage Fees									0.00
									0.00
									0.00
*Provide detailed receipts									0.00
Total Expenses prepaid by Authority		684.30	225.34	86.10	0.00	0.00	0.00	234.67	546.11

Explanation:

Total Expenses Prepaid by Authority	684.30
Total Expenses Incurred by Employee (including cash advances)	546.11
Grand Trip Total	1,230.41
Less Cash Advance (attach copy of Authority ck)	
Less Expenses Prepaid by Authority	684.30
Due Traveler (positive amount) ²	
Due Authority (negative amount) ³	546.11

Note: Send this report to Accounting even if the amount is \$0.

I as traveler or administrator acknowledge that I have read, understand and agree to Authority policies 3.40 - Travel and Lodging Expense Reimbursement Policy⁴ and 3.30 - Business Expense Reimbursement Policy⁵ and that any purchases/claims that are not allowed will be my responsibility. I further certify that this report of travel expenses were incurred in connection with official Authority business and is true and correct.

⁴ Travel and Lodging Expense Reimbursement Policy 3.40

⁵ Business Expense Reimbursement Policy 3.30

Prepared By: Amy Caldera
 Traveler Signature: Thella F. Bowens
 Approved By: _____

Ext.: 2445
 Date: 15 July 2011
 Date: _____

AUTHORITY CLERK CERTIFICATION ON BEHALF OF EXECUTIVE COMMITTEE (To be certified if used by President/CEO, Gen. Counsel, or Chief Auditor)

I, _____ hereby certify that this document was approved by the Executive Committee at its _____ meeting.

(Please leave blank. Whoever clerk's the meeting will insert their name and title.)
 (Leave blank and we will insert the meeting date.)

Failure to attach required documentation will result in the delay of processing reimbursement. If you have any questions, please see your department Administrative Assistant or call Accounting at ext. 2806.

**SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY
OUT-OF-TOWN TRAVEL REQUEST**

GENERAL INSTRUCTIONS:

- A. All travel requests must conform to applicable provisions of Policies 3.30 and 3.40.
- B. Personnel traveling at Authority expense shall, consistent with the provisions of Policies 3.30 and 3.40, use the most economical means available to affect the travel.

1. TRAVELER:

Travelers Name: Thella F. Bowens Dept: _____

Position: ☐ Board Member ☒ President/CEO ☐ Gen. Counsel ☐ Chief Auditor

☐ All other Authority employees (does not require executive committee administrator approval)

2. DATE OF REQUEST: 04/21/11 PLANNED DATE OF DEPARTURE/RETURN: 06/03/11 / 06/06/11

3. DESTINATIONS/PURPOSE (Provide detailed explanation as to the purpose of the trip— continue on extra sheets of paper as necessary):

Destination: Ft. Worth, Texas

Purpose: Participation on the Airport Directors Panel at Airport Business Diversity Conference

Explanation: Participation on the Airport Directors Panel at Airport Business Diversity Conference

4. PROJECTED OUT-OF-TOWN TRAVEL EXPENSES

A. TRANSPORTATION COSTS:

• AIRFARE	\$	500.00
• OTHER TRANSPORTATION (Taxi, Train, Car Rental)	\$	200.00

B. LODGING	\$	450.00
------------	----	--------

C. MEALS	\$	200.00
----------	----	--------

D. SEMINAR AND CONFERENCE FEES	\$	
--------------------------------	----	--

E. ENTERTAINMENT (If applicable)	\$	
----------------------------------	----	--

F. OTHER INCIDENTAL EXPENSES	\$	100.00
------------------------------	----	--------

TOTAL PROJECTED TRAVEL EXPENSE	\$	1450.00
---------------------------------------	----	----------------

CERTIFICATION BY TRAVELER By my signature below, I certify that the above listed out-of-town travel and associated expenses conform to the Authority's Policies 3.30 and 3.40 and are reasonable and directly related to the Authority's business.

Travelers Signature: Thella F. Bowens Date: 22 April 2011

CERTIFICATION BY ADMINISTRATOR (Where Administrator is the Executive Committee, the Authority Clerk's signature is required).

By my signature below, I certify the following:

1. I have conscientiously reviewed the above out-of-town travel request and the details provided on the reverse.
2. The concerned out-of-town travel and all identified expenses are necessary for the advancement of the Authority's business and reasonable in comparison to the anticipated benefit to the Authority.
3. The concerned out-of-town travel and all identified expenses conform to the requirements and intent of Authority's Policies 3.30 and 3.40.

Administrator's Signature: _____ Date: _____

AUTHORITY CLERK CERTIFICATION ON BEHALF OF EXECUTIVE COMMITTEE

I, Tony R. Russell, Authority Clerk, hereby certify that this document was approved
(Please leave blank. Whoever clerk's the meeting will insert their name and title.)
by the Executive Committee at its 4/25/11 meeting.
(Leave blank and we will insert the meeting date.)

ORDER OF BUSINESS

TIME	EVENT
SATURDAY, JUNE 4, 2011	
7:00 AM - 3:00 PM	Bill Walker Memorial Golf Tournament
7:00 AM - 8:00 AM	DBELO Certification Training Breakfast
8:00 AM - 5:00 PM	Registration
8:00 AM - 12:00 PM	DBELO Certification Training (Module I)
12:00 PM - 1:00 PM	DBELO Certification Training Luncheon
12:00 PM - 2:00 PM	AMAC Board of Directors and ACI-NA/AAAE Diversity Committee Luncheon
1:00 PM - 6:00 PM	DBELO Certification Training (Module II)
3:30 PM - 5:30 PM	AMAC Board Meeting
SUNDAY, JUNE 5, 2011	
7:00 AM - 6:00 PM	Registration
7:00 AM - 8:00 AM	DBELO Certification Training Breakfast
8:00 AM - 12:00 PM	DBELO Certification Training (Module III)
8:00 AM - 10:00 AM	Breakfast with Congressional Leaders
10:00 AM - 12:00 PM	Airport Directors' Forum - Vision 20/30
12:15 PM - 12:45 PM	First-Time Conference Orientation
1:00 PM - 2:00 PM	Introduction to Franchise Development
1:00 PM - 2:00 PM	Matchmaker Check-In
2:00 PM - 5:00 PM	Airport Business Diversity Matchmaker Session
2:00 PM - 5:00 PM	DBELO Certification Training (Module IV)
2:00 PM - 3:15 PM	Effective & Legal JV Partnerships - How do you achieve this?
2:00 PM - 3:15 PM	Bringing "Value" to the ACDBE Program
2:00 PM - 3:15 PM	Capacity Building for M/W/DBEs - Are you ready to do business with the "big dogs"?
2:00 PM - 3:15 PM	DBE/ACDBE Certification: Doorway to Business Opportunity
3:30 PM - 4:45 PM	Support of Local Business Participation: How do we achieve this?
3:30 PM - 4:45 PM	Trend Analysis - How do ACDBEs find and attract the latest best concepts?
3:30 PM - 4:45 PM	Non Traditional DBE/Obvious Supplier Opportunities
3:30 PM - 4:45 PM	DBE /ACDBE Goal Setting on Individual Contracts
6:00 PM - 9:00 PM	Welcome To Fort Worth Reception
<p>panel 9-10 meets - TBD 10-12 session</p>	

ORDER OF BUSINESS

TIME	EVENT
MONDAY, JUNE 6, 2011	
7:00 AM - 6:00 PM	Registration
7:30 AM - 9:30 AM	Conference Attendee Networking Breakfast
8:00 AM - 9:15 AM	*How To Do Business With USDOT - With YOU - We "CAN"
8:00 AM - 9:15 AM	*Eat and meet with the FAA and USDOT Civil Rights, Legal, and Small Business Staff
9:30 AM - 10:45 AM	FAA General Session
10:45 AM - 11:00 AM	Morning Networking Break
11:00 AM - 11:45 AM	AMAC General Session
12:00 PM - 2:00 PM	Keynote Luncheon Speaker/FAA Awards Ceremony
2:00 PM - 6:00 PM	Exhibit Hall Open
2:30 PM - 3:45 PM	FAA DBELO Training
2:30 PM - 4:30 PM	RFPs: Can they be any more complicated?
2:30 PM - 4:30 PM	People Development Tools Can Reap Greater Business Success
2:30 PM - 4:30 PM	Concessions Financing - Where do we find the "moolah" in today's environment?
2:30 PM - 4:30 PM	Building Diverse Businesses From The Inside Out
3:45 PM - 5:00 PM	USDOT DBELO Training
4:45 PM - 5:30 PM	New Member Orientation
6:00 PM - 8:00 PM	2012 St Louis Preview Reception
9:00 PM - 1:00 AM	AMAC After Dark Scholarship Fundraising Event
TUESDAY, JUNE 7, 2011	
7:00 AM - 2:00 PM	Registration
8:00 AM - 10:00 AM	AMAC Board Breakfast Meeting (New and Old Boards)
8:00 AM - 5:00 PM	Exhibit Hall Open
8:00 AM - 9:30 AM	Breakfast with Exhibitors
10:30 AM - 11:00 AM	Morning Break with Exhibitors
12:00 PM - 1:00 PM	Lunch with Exhibitors
1:30 PM - 3:00 PM	Upcoming Airport Opportunities Workshop
1:30 PM - 3:30 PM	From Hostility to Civility...Commission, Contractor and Community Wins
2:30 PM - 3:00 PM	Afternoon Break with Exhibitors
6:00 PM - 7:00 PM	Networking Reception
7:00 PM - 9:00 PM	Closing AMAC Awards Dinner and Scholarship Program
*Breakfast will be provided	



TravelTrust
374 North Coast Highway 101
Encinitas, Ca 92024
Tel: 760-635-1700
Fax: 760-635-7720
Website: www.traveltrust.com

BOWENS/THELLA

DEPT 6

09-May-2011 2:44 pm

Page 1 of 2

YOUR UNITED E-TICKET CONFIRMATION IS ** J6X36C **

-----INVOICE/ITINERARY ACCOUNTING DOCUMENT-----

*****TICKETLESS TRAVEL INSTRUCTIONS*****

THIS IS AN E-TICKET RESERVATION.

A GOVERNMENT ISSUED PHOTO ID IS NEEDED AT CHECK IN
THIS TICKET IS NON-REFUNDABLE AND MUST BE USED FOR
THE FLIGHTS BOOKED. IF THE RESERVATION IS NOT USED
OR CANCELLED BEFORE THE DEPARTURE OF YOUR FLIGHTS
IT MAY HAVE NO VALUE. CONTACT TRAVELTRUST BEFORE
YOUR OUTBOUND FLIGHT IF CHANGE IS NECESSARY.

*****TSA GUIDANCE FOR PASSENGERS*****

PLEASE ALLOW EXTRA TIME FOR SCREENING AND BOARDING
INTERNATIONAL-MINIMUM 3 HOUR CHECK-IN PRIOR TO DEPARTURE
DOMESTIC-MINIMUM 2 HOUR CHECK-IN PRIOR TO DEPARTURE
FOR ADDITIONAL SECURITY INFORMATION VISIT www.TSA.GOV


03-Jun-2011
08:15am
Friday

Air	United Airlines	Flight#	4104	Class:	T
From:	San Diego CA, USA	To:	Houston Intercontinental, TX		
Meal:	Food For Purchase	Seats:	Seat:10C		
Equip:	Boeing 737-900 Jet	Status:	Confirmed		
Depart:	03-Jun-2011 Friday	08:15am	Stops:	0	
Arrival:	03-Jun-2011 Friday	01:23pm			

SAN-IAH OPERATED BY CONTINENTAL AIRLINES

Depart - TERMINAL 2

Arrive - TERMINAL C

United Airlines locator: J6X36C

UA Frequent Flyer# [REDACTED]

** AISLE SEAT CONFIRMED **

Flight Duration: 3 hour(s) and 08 minutes

Class of Service: Coach


03-Jun-2011
02:25pm
Friday

Air	United Airlines	Flight#	1529	Class:	T
From:	Houston Intercontinental, TX	To:	Dallas/Ft Worth TX, USA		
Meal:	None	Seats:	Seat:8D		
Equip:	Boeing 737-500 Jet	Status:	Confirmed		
Depart:	03-Jun-2011 Friday	02:25pm	Stops:	0	
Arrival:	03-Jun-2011 Friday	03:37pm			

IAH-DFW OPERATED BY CONTINENTAL AIRLINES

Depart - TERMINAL C

Arrive - TERMINAL E

United Airlines locator: J6X36C

UA Frequent Flyer# [REDACTED]

** AISLE SEAT CONFIRMED **

Flight Duration: 1 hour(s) and 12 minutes

Class of Service: Coach


06-Jun-2011
07:10pm
Monday

Air	United Airlines	Flight#	4232	Class:	T
From:	Dallas/Ft Worth TX, USA	To:	Houston Intercontinental, TX		
Meal:	None	Seats:	Seat:3A		
Equip:	Embraer Jet	Status:	Confirmed		
Depart:	06-Jun-2011 Monday	07:10pm	Stops:	0	
Arrival:	06-Jun-2011 Monday	08:12pm			

DFW-IAH OPERATED BY EXPRESSJET A/L DBA CO EXPRESS

Depart - TERMINAL E

Arrive - TERMINAL B

United Airlines locator: J6X36C

UA Frequent Flyer# [REDACTED]

** AISLE SEAT CONFIRMED **

Flight Duration: 1 hour(s) and 02 minutes

Class of Service: Coach




TravelTrust
374 North Coast Highway 101
Encinitas, Ca 92024
Tel: 760-635-1700
Fax: 760-635-1720
Website: www.traveltrust.com

BOWENS/THELLA

DEPT 6

09-May-2011 2:44 pm

Page 2 of 2

 **Air** United Airlines
From: Houston Intercontinental, TX **Flight#** 1298 **Class:** T
Meal: Light Lunch **To:** San Diego CA, USA
Equip: Boeing 737-900 Jet **Seats:** Seat: 11D
Depart: 06-Jun-2011 Monday 09:15pm **Status:** Confirmed
Arrival: 06-Jun-2011 Monday 10:39pm **Stops:** 0
IAH-SAN OPERATED BY CONTINENTAL AIRLINES
Depart - TERMINAL C
Arrive - TERMINAL 2
United Airlines locator: 16X36C
UA Frequent Flyer# [REDACTED]
**** AISLE SEAT CONFIRMED ****
Flight Duration: 3 hour(s) and 24 minutes
Class of Service: Coach

Other

03-Dec-2011
Saturday

San Diego CA, USA
RESERVATION RETAINED FOR 180 DAYS

TRAVELTRUST IS OPEN MONDAY - FRIDAY FROM 5AM-530PM PST
AND SATURDAY FROM 9AM-1PM PST - 760-635-1700.
FOR EMERGENCY AFTERHOURS SERVICE IN THE US
PLEASE CALL 888-221-6062 AND USE YOUR VIT CODE - S7NS0
PLEASE NOTE THIS IS OUR NEW EMERGENCY NUMBER
EACH EMERGENCY CALL IS BILLABLE AT A MINIMUM 25.00
THANK YOU FOR CHOOSING TRAVELTRUST...SCOTT MACKERLEY

Ticket Information

BOWENS THELLA
Ticket#: 8649471398
Invoice#: 1184610

Ticket Base Fare: 150.00
Ticket Tax: 0.00
Total Ticket Amount: 150.00

Electronic: YES

SERVICE FEE DOCUMENT #: 0546230671 FEE AMOUNT: 25.00

BILLED TO: AMERICAN EXPRESS ENDING IN 1006

\$ 175.00
509.30

\$ 684.30



TravelTrust
374 North Coast Highway 101
Encinitas, Ca 92024
Tel: 760-635-1700
Fax: 760-635-1720
Website: www.traveltrust.com

BOWENS/THELLA

DEPT 6

28 Apr 2011 2:01 pm

Page 1 of 2

YOUR UNITED ETICKET CONFIRMATION IS ** J6X36C **

-----INVOICE/ITINERARY ACCOUNTING DOCUMENT-----

*****TICKETLESS TRAVEL INSTRUCTIONS*****

THIS IS AN E-TICKET RESERVATION.

A GOVERNMENT ISSUED PHOTO ID IS NEEDED AT CHECK IN
THIS TICKET IS NON-REFUNDABLE AND MUST BE USED FOR
THE FLIGHTS BOOKED. IF THE RESERVATION IS NOT USED
OR CANCELLED BEFORE THE DEPARTURE OF YOUR FLIGHTS
IT MAY HAVE NO VALUE. CONTACT TRAVELTRUST BEFORE
YOUR OUTBOUND FLIGHT IF CHANGE IS NECESSARY.

*****TSA GUIDANCE FOR PASSENGERS*****

PLEASE ALLOW EXTRA TIME FOR SCREENING AND BOARDING
INTERNATIONAL-MINIMUM 3 HOUR CHECK-IN PRIOR TO DEPARTURE
DOMESTIC-MINIMUM 2 HOUR CHECK-IN PRIOR TO DEPARTURE
FOR ADDITIONAL SECURITY INFORMATION VISIT www.TSA.GOV

03-Jun-2011
08:15am
Friday

Air United Airlines

From: San Diego CA, USA

Meal: Food For Purchase

Equip: Boeing 737-900 Jet

Depart: 03-Jun-2011 Friday 08:15am

Arrival: 03-Jun-2011 Friday 01:27pm

Flight# 4104 Class: T

To: Houston Intercontinental, TX

Seats: Seat: 10C

Status: Confirmed

Stops: 0

SAN-IAH OPERATED BY CONTINENTAL AIRLINES

Depart - TERMINAL 2

Arrive - TERMINAL C

United Airlines locator: 16X36C

UA Frequent Flyer#

** AISLE SEAT CONFIRMED **

Flight Duration: 3 hour(s) and 08 minutes

Class of Service: Coach

03-Jun-2011
02:25pm
Friday

Air United Airlines

From: Houston Intercontinental, TX

Meal: None

Equip: Boeing 737-500 Jet

Depart: 03-Jun-2011 Friday 02:25pm

Arrival: 03-Jun-2011 Friday 03:37pm

Flight# 1529 Class: T

To: Dallas/Ft Worth TX, USA

Seats: Seat: 8D

Status: Confirmed

Stops: 0

IAH-DFW OPERATED BY CONTINENTAL AIRLINES

Depart - TERMINAL C

Arrive - TERMINAL E

United Airlines locator: 16X36C

UA Frequent Flyer#

** AISLE SEAT CONFIRMED **

Flight Duration: 1 hour(s) and 12 minutes

Class of Service: Coach

06-Jun-2011
08:05am
Monday

Air United Airlines

From: Dallas/Ft Worth TX, USA

Meal: None

Equip: Airbus A320 Jet

Depart: 06-Jun-2011 Monday 08:05am

Arrival: 06-Jun-2011 Monday 09:11am

Flight# 315 Class: T

To: Denver CO, USA

Seats: Seat: 12C

Status: Confirmed

Stops: 0

Depart - TERMINAL E

Arrive -

United Airlines locator: 16X36C

UA Frequent Flyer#

** EXIT ROW AISLE SEAT CONFIRMED **

Flight Duration: 2 hour(s) and 06 minutes

Class of Service: Coach

06-Jun-2011
11:36am
Monday

Air United Airlines

From: Denver CO, USA

Meal: Light Lunch

Equip: Boeing 757 200 Jet

Depart: 06-Jun-2011 Monday 11:36am

Arrival: 06-Jun-2011 Monday 12:56pm

Flight# 763 Class: T

To: San Diego CA, USA

Seats: Seat: 16D

Status: Confirmed

Stops: 0



TravelTrust
374 North Coast Highway 101
Encinitas, Ca 92024
Tel: 760-635-1700
Fax: 760-635-1720
Website: www.traveltrust.com

BOWENS/THELLA

DEPT 6

28-Apr-2011 2:01 pm

Page 2 of 2

Depart -
Arrive - TERMINAL 1
United Airlines locator: 16X36C
UA Frequent Flyer# [REDACTED]
** EXIT ROW AISLE SEAT CONFIRMED **
Flight Duration: 2 hour(s) and 20 minutes
Class of Service: Coach

Other

03-Dec-2011
Saturday

San Diego CA, USA
RESERVATION RETAINED FOR 180 DAYS

TRAVELTRUST IS OPEN MONDAY - FRIDAY FROM 5AM-530PM PST
AND SATURDAY FROM 9AM-1PM PST - 760-635-1700.
FOR EMERGENCY AFTERHOURS SERVICE IN THE US
PLEASE CALL 888-221-6062 AND USE YOUR VIT CODE - S7NS0
PLEASE NOTE THIS IS OUR NEW EMERGENCY NUMBER
EACH EMERGENCY CALL IS BILLABLE AT A MINIMUM \$25.00
THANK YOU FOR CHOOSING TRAVELTRUST...SCOTT MACKERLEY

Ticket Information

BOWENS THELLA
Ticket#: 8646880405
Invoice#: 1184330

Ticket Base Fare: 407.44
Ticket Tax: 71.86
Total Ticket Amount: 479.30

Electronic: YES

SERVICE FEE DOCUMENT #: 0545921871 FEE AMOUNT: 30.00

BILLED TO: AMERICAN EXPRESS ENDING IN 1006

\$509.30

- complimentary -

Attendee Registration Form

To register online go to: www.amac-org.com/annualconference.html

Attendee Information:

Last Name: Bowens First Name: Thella Middle Initial: F
Nickname: (Badge) Thella
Title: President/CEO
Company: San Diego County Regional Airport Authority
Address: 3225 North Harbor Drive
City: San Diego State: CA Zip/Postal Code: 92101
E-mail: thella@san.org Telephone: 619.400.2448 Fax: 619.400.2448

Indicate if you are a Speaker or Sponsor: Thella will be a speaker at the Conference

Full Conference Registration Fees:

<input type="checkbox"/> Advance Registration - Members 01/01/11 through 4/30/11	\$700
<input type="checkbox"/> Advance Registration - Non Members 01/01/11 through 4/30/11	\$800
<input type="checkbox"/> Standard Registration - Members 05/01/11 through On-site	\$800
<input type="checkbox"/> Standard Registration - Non Members 05/1/11 through On-site	\$900
<input type="checkbox"/> M/W/DBE AMAC Registration (AMAC Business Member)	\$499
<input type="checkbox"/> Student (25 Years or younger with Student ID)	\$175

Optional:

<input type="checkbox"/> Day Pass - Sunday, June 5	\$350
<input type="checkbox"/> Day Pass - Monday, June 6	\$350
<input type="checkbox"/> Day Pass - Tuesday, June 7	\$350
<input type="checkbox"/> DBE Liaison Officer Training Program	\$495
<input type="checkbox"/> Sunday Welcome to Fort Worth Reception, Sunday, June 5	\$175
<input type="checkbox"/> 2012 St. Louis Preview Reception, Monday, June 6	\$175
<input type="checkbox"/> Closing AMAC Awards Dinner, Tuesday, June 7	\$175

Payment:

- ☐ American Express
☐ MasterCard
☐ VISA
☐ Check payable to: AMAC

Card Number: _____

Expiration Date: _____

Cardholder Name: _____

Print / Sign: _____

Payments must be received by: **May 1, 2011**

Refund Policy:
All sales are final

Questions: e-mail: amac.info@amac-org.com or call 703-414-2622 AMAC Main

Fax to: 703-414-2686
Mail to: AMAC Airport Minority Advisory Council
2345 Crystal Drive, Suite 902, Arlington, VA 22202

AMAC 501 (c) (6) Federal ID #62-1398266

OMNI HOTELS & RESORTS[®]

fort worth

THELLA BOWENS
3225 N HARBOR DR
SAN DIEGO CA 92101-1045
United States

Room No. : 511
Arrival : 06/04/11
Departure : 06/06/11
Page No. : 1 of 1
Folio No. :
Conf. No. : 40005825810
Cashier No. :

INFORMATION INVOICE

Membership No. :
A/R Number :
Group Code : 053111AIRPORTBU
Company Name :

06/06/11

Date	Description	Charges	Payments
06/04/11	Room Service	see page 1 of 3 - 28.82	
06/04/11	Room Charge	179.00	
06/04/11	9% City Occupancy Tax	16.11	
06/04/11	6% State Occupancy Tax	10.74	
06/05/11	Cast Iron Restaurant	see page 2 of 3 - 45.97	
<hr/>			
06/05/11	Room Charge OK	179.00	
06/05/11	9% City Occupancy Tax	16.11	
06/05/11	6% State Occupancy Tax	10.74	
06/06/11	American Express		496.66
<hr/>			
Total		\$ 486.49 496.66	496.66
<hr/>			
Balance			0.00

Thank you for staying at the Omni Fort Worth.

**RECEIPTS FROM TRAVEL TO FT. WORTH, TEXAS
JUNE 3 - 6, 2011—THELLA F. BOWENS**

OMNI FORT WORTH HOTEL
FORT WORTH, TX
IN ROOM DINING

2066 Sarah M.

TBL 511/1 CHK 6470 GST 1
JUN04'11 9:20PM

1 FRIED GRN TOMAT	8.00
1 APPLE TART	6.00
1 CHX CHOWDER	8.00

SUBTOTAL	22.00
21% SVC CHARGE	4.62
TAX	2.20

~~TOTAL \$28.82~~

GRATUITY -----

TOTAL -----

NAME (PRINT) -----

SIGNATURE -----

ROOM NUMBER -----

ORDER ONLINE
WWW.OMNIROOMSERVICE.COM

6/4/2011
Dinner

RECEIPTS FROM TRAVEL TO FT. WORTH, TEXAS
JUNE 3 - 6, 2011—THELLA F. BOWENS

CAST IRON RESTAURANT
OMNI FORT WORTH HOTEL
(817) 350-4106

2065 Mireya

TRL 42/1 CHK 4953 GST 2
JUN05'11 1:18PM

BRKF BUFFET

SUBTOTAL
TAX
TOTAL

GRATUITY

TOTAL

NAME (PRINT)

SIGNATURE

ROOM NUMBER

JOIN US FOR BRUNCH
EVERY SUNDAY 11AM-2PM

Dickey's BBQ E12
DFW Airport
972 641-8500

Check 349
D Cashier 51.
Guests 1

6/6/2011
6:45 PM

16 OZ Lil Yellow 1.99
Big BBQ Sand 5.49

Subtotal 7.48
Sales Tax 0.62

TOTAL 8.10

AMEX -8.10

Acct.
CHANGE DUE 0.00

Thank you
Come Back Soon

DICKEY'S BBQ P17
DALLAS FORT WORTH TEXAS AIRPORT
E TERMINAL GATE 12
DALLAS, TX 75261
(972) 641-8500

Merchant ID: 8788728882858

Sale

XXXXXXXXXXXX1003 Exp: 14/02

AMEX Entry Method: Swiped

Amount: \$ 8.10

Tip:

Total:

06/06/11 18:48:55

Inv# 000165 Appr Code: 568383

Apprvd: Online Batch#: 000165

I agree to pay above total amount
according to card issuer agreement
(Merchant agreement if credit voucher)

BOWENS-THELLA F

Merchant Copy
THANK YOU!
PLEASE COME AGAIN!

6/5/2011 Lunch

Page

2

OF

3

6/6/2011 Dinner

**RECEIPTS FROM TRAVEL TO FT. WORTH, TEXAS
JUNE 3 - 6, 2011—THELLA F. BOWENS**

DFW Transports, LLC

Professional On Time Chauffeurs

5409 Mormon Trl
Fort Worth, TX 76137

Hameed

Manager Logistics
DFWTransports@hotmail.com

(817)966-8286
(817)581-3823
DFWTLimos.com



DFW Transports, LLC

Proudly Serving Dallas Fort Worth Metroplex

Date: 6/6/2011 Driver: _____

		Amount \$ <u>65</u>
Trip From/Viaje de:	<u>13 tp</u>	
To/Destinacion:	<u>78</u>	
Payment Type:	<input checked="" type="checkbox"/> Cash <input type="checkbox"/> Credit Card	
Contact:	817.966.8286 or <u>DFWTransports@hotmail.com</u>	