

Name: **Larson,Rodney L**
Employee ID: **04995085**

Weekending Date 4/26/2014

Customer: **MTS SYSTEMS CORPORATION** Managers: **David Salmon -**
Job Req#: **0004576366** Company: **Aerotek** Office: **00413 - Bloomington, MN**
Worksite Location: **14000 TECHNOLOGY DRIVE EDEN PRAIRIE, MN**

Tracking #: **0499073**
Status: **Working Draft**

Expense Code	Expense Date	Amount	Unit/Rate	Subtotal	Status	Comments
Expenses Billable	4/26/2014	32.86	1	USD 32.86	Working Draft	Mini-Bar expenses for 5 days from 04/21 to 04/26 at Grand Stanford Hotel
Expenses Billable	4/21/2014	140.72	1	USD 140.72	Working Draft	XYZ Hotel - Tacloban for 2 rooms for myself and driver
Expenses Billable	4/20/2014	30.68	1	USD 30.68	Working Draft	Late Lunch-Dinner for 04/20/2014 for driver and myself.
Expenses Billable	4/21/2014	406.80	1	USD 406.80	Working Draft	Airfare from Tacloban, PH to Hong Kong and return. Airfare had to be booked immediately due to Easter travel.
Expenses Billable	4/21/2014	35.06	1	USD 35.06	Working Draft	Driver's Fee for trip to/from Tacloban
Expenses Billable	4/25/2014	55.89	1	USD 55.89	Working Draft	Dinner - 04/25 - Grand Stanford Hotel
Expenses Billable	4/26/2014	7.83	1	USD 7.83	Working Draft	Dinner for 04/27 on road returning home from Tacloban Airport - submitted to reduce processing costs.
Expenses Billable	4/26/2014	1814.62	1	USD 1814.62	Working Draft	Lodging - Grand Stanford Hotel for 5 nights from 04/21 to 04/26
Expenses Billable	4/26/2014	238.13	1	USD 238.13	Working Draft	Regal Hotel for 04/26/2014 at Hong Kong Airport
Expenses Billable	4/21/2014	5.78	1	USD 5.78	Working Draft	Lunch - 04/21 - Hong Kong Airport
Expenses Billable	4/22/2014	53.60	1	USD 53.60	Working Draft	Dinner - Grand Stanford Hotel - 04/22
Expenses Billable	4/26/2014	42.69	1	USD 42.69	Working Draft	Dinner - 04/26/2014
Expenses Billable	4/21/2014	3.17	1	USD 3.17	Working Draft	ATM Fees to get Pesos for trip
Expenses Billable	4/26/2014	35.06	1	USD 35.06	Working Draft	Driver's Fee for trip to-from home to Tacloban Airport (152 miles)
Expenses Billable	4/21/2014	87.52	1	USD 87.52	Working Draft	Car from Hong Kong Airport to Grand Stanford Hotel
Expenses Billable	4/21/2014	4.91	1	USD 4.91	Working Draft	Breakfast-Manila Airport
Expenses Billable	4/21/2014	14.61	1	USD 14.61	Working Draft	Terminal Fees for flights from Tacloban-Manila and Manila-Hong Kong.
Mileage Billable	4/21/2014	188.00	0.565	USD 106.22	Working Draft	188 miles from Flordeliz - Tacloban Hotel - Tacloban Airport - Flordeliz
Mileage Billable	4/26/2014	152.00	0.565	USD 85.88	Working Draft	Mileage to/from home to Tacloban Airport direct.
Total Expenses				USD 3202.03		

Consultant:

Client Manager:

Allegis Corporate Approver:

