

Guilford County Schools
P.O. Box 880
Greensboro, NC 27402-0880



64150

UNIT
NO.

410

CHECK NO 64150

ACCOUNT NUMBER	INVOICE #	DESCRIPTION	NET AMOUNT
8-6941-305-312-810-200-03	S.CONTRERES120819	120819-121019 TRAVEL	3.13
8-6941-305-312-810-200-02	S.CONTRERES120819	120819-121019 TRAVEL	43.88

FILE COPY



GUILFORD COUNTY SCHOOLS ADMINISTRATIVE UNIT
GREENSBORO, NORTH CAROLINA

NO. 64150

DATE
01/31/20

\$*****47.01

Deposited *** PAYMENT TO BE MADE VIA DIRECT DEPOSIT ***

**IN
THE
ACCOUNT
OF**

SHARON L CONTRERAS
c/o SUPERINTENDENT'S OFFICE
202 FOSSEWAY DR. GREENSBORO
GREENSBORO, NC 27455

622741

NON-NEGOTIABLE

DIRECT DEPOSIT ADVICE - THIS IS NOT A CHECK

☐ Advance
☒ Reimbursement

GUILFORD COUNTY SCHOOLS
Staff Development Travel Expense

FIN-F008
 10/08
 Rev.A

Vendor # 622741 Social Security # 51 150881
 Name(Type) _____
 Street Address Sharon L. Contreras, PhD
 City/State _____ Zip _____
 *Prepay _____
 Street Address _____
 City/State _____ Zip _____
 Budget Code 8 6941 305 312 810 200 - School/Dept _____
 Purpose of Travel Learning Forward 2019 Annual Fall Conference
 Job Assignment During Travel Attendee and Presenter

PAYEE CERTIFICATION: This is a true and accurate statement of expenses incurred in discharging official business duties. Signature <u>Sharon L. Contreras</u> Date <u>11/3/20</u>		SUPERVISOR APPROVAL: This is a true and accurate statement of expenses incurred in discharging official business duties. Signature <u>Deena Hays</u> Date <u>1/14/2020</u>	
Period Covered by Travel:		Total Expense	\$47.01
Date/Time of Departure	<u>12/8/19</u>	Less: Prepayment/Advance	\$0.00
Date/Time of Return	<u>12/10/19</u>	Net Reimbursement	\$47.01

Travel (Show each city visited)			Transportation			Subsistence			Other	
Date	From	To	Mode	Auto Miles	Amount	Type	In-State	Out-of-State	Explanation	Amount
12/8/19	12/8/2019	12/8/2019	P		\$0.00	B			breakfast	\$3.13
			A	XX		L				
			O	XX		D				
			R	XX		H				
						TOT	\$0.00	\$0.00		
			P		\$0.00	B				
			A	XX		L				
12/9/19	12/9/2019	12/19/2019	O	XX	\$20.24	D				
			R	XX		H				
						TOT	\$0.00	\$0.00		
			P		\$0.00	B				
			A	XX		L				
12/9/19	12/9/2019	12/9/2019	O	XX	\$11.64	D				
			R	XX		H				
						TOT	\$0.00	\$0.00		
			P		\$0.00	B				
			A	XX		L				
12/10/19	12/10/2019	12/10/2019	O	XX		D			Equipment Rental	\$12.00
			R	XX		H				
						TOT	\$0.00	\$0.00		
Total Transportation					\$31.88	Total Subs	\$0.00	\$0.00	Total Other	\$15.13

Page 1/1 Approval SA

Accounting Approval [Signature]

agenda on the way