

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



51244

UNIT
NO.

410

CHECK NO 51244

ACCOUNT NUMBER	INVOICE #	DESCRIPTION	NET AMOUNT
2-6941-028-312-000-200-02	S.CONTRERAS032218	TRAVEL	17.20

FILE COPY



GUILFORD COUNTY SCHOOLS ADMINISTRATIVE UNIT
GREENSBORO, NORTH CAROLINA

NO. 51244

DATE
04/13/18

\$*****17.20

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

**IN
THE
ACCOUNT
OF**

SHARON L CONTRERAS
c/o SUPERINTENDENT'S OFFICE
17 CHERINE WAY
GREENSBORO, NC 27410

622741

NON-NEGOTIABLE

DIRECT DEPOSIT ADVICE - THIS IS NOT A CHECK

- ☐ Advance
☒ Reimbursement

RECEIVED
 GUILFORD COUNTY SCHOOLS
 ACCOUNTS PAYABLE DEPT.
Staff Development Travel Expense

FIN-F008
 10/08
 Rev.A

Vendor # 2016 MAR 28 AM 10:04 Social Security # 2016 MAR 26 PM 12:55
 Name(Type) Sharon Contreras
 Street Address 202 Fosseyway Drive
 City/State Greensboro, NC Zip 27455
 *Prepay
 Street Address _____
 City/State _____ Zip _____
 Budget Code 2 6941 028 312 000 200 00 School/Dept _____
 Purpose of Travel AASA Conference & ALAS Meetings at AASA NCE, Nashville, TN
 Job Assignment During Travel Superintendent

PAYEE CERTIFICATION: This is a true and accurate statement of expenses incurred in discharging official business duties. Signature <u>Sharon Contreras</u> Date <u>3/21/18</u>		SUPERVISOR APPROVAL: This is a true and accurate statement of expenses incurred in discharging official business duties. Signature <u>Alan W. Duncan</u> Date <u>3/22/18</u>	
Period Covered by Travel:		Total Expense	
Date/Time of Departure	<u>2/14/18</u>	<u>\$17.20</u>	
Date/Time of Return	<u>2/17/18</u>	Less: Prepayment/Advance	
		Net Reimbursement	
		<u>\$17.20</u>	

Travel (Show each city visited)			Transportation			Subsistence			Other	
Date	From	To	Mode	Auto Miles	Amount	Type	In-State	Out-of-State	Explanation	Amount
			P		\$0.00	B				
			A	XX		L				
2/14/18	Uber		O	XX	\$8.59	D				
			R	XX		H				
						TOT	\$0.00	\$0.00		
			P		\$0.00	B				
			A	XX		L				
2/16/18	Uber		O	XX	\$8.61	D				
			R	XX		H				
						TOT	\$0.00	\$0.00		
			P		\$0.00	B				
			A	XX		L				
			O	XX		D				
			R	XX		H				
						TOT	\$0.00	\$0.00		
			P		\$0.00	B				
			A	XX		L				
			O	XX		D				
			R	XX		H				
						TOT	\$0.00	\$0.00		
Total Transportation					\$17.20	Total Subs	\$0.00	\$0.00	Total Other	\$0.00

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A/P Approval [Signature]

Accounting Approval [Signature]