**GOLD COAST TRANSIT - TRAVEL & OTHER EXPENSE REPORT FORM**

**What Type of Expenses are Included on This Report?**

<table>
<thead>
<tr>
<th>Date</th>
<th>Description of Expense Item</th>
<th>Expense Type</th>
<th>Payment Method</th>
<th>Amount</th>
<th>Reimbursable Amount</th>
<th>Accounting Only</th>
</tr>
</thead>
<tbody>
<tr>
<td>11/18/2010</td>
<td>Refreshments for Interview Panel for Director of Planning and Marketing (DPM)</td>
<td>Other Misc.</td>
<td>Employee Paid</td>
<td>$7.99</td>
<td>$7.99</td>
<td></td>
</tr>
<tr>
<td>11/22/2010</td>
<td>Registration for Ventura Chamber Poinsettia Awards Luncheon to be held on 12/14/10</td>
<td>Other Misc.</td>
<td>Employee Paid</td>
<td>$35.00</td>
<td>$35.00</td>
<td></td>
</tr>
</tbody>
</table>

**Totals from Page Two (If Required)**

- **Subtotal**: $134.47
- **Meal & Incidents**: $0.00
- **Meal & Incidents Maximum (from Worksheet)**: $0.00
- **M&E Adjustment (if Applicable)**: 
- **Mileage Reimbursement (from Mileage Worksheet)**: 
- **Minus Travel Advance**: 
- **Total Due to Employee**: $134.47
- **Refund Due to GCT**: 

**Signed**: Steven P. Brown  
**Date**: 11-23-10

**Approved**:  
**Date**: 

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GCT Travel and Expense Report 11-28-2010.xls  
Form Updated January 2009