

EMPLOYEE EXPENSE REPORT
FOR MONTH OF December 19 99

No.

DATE	DETAILED INFORMATION: BUSINESS PURPOSE/REASON; DESTINATION; MEALS & GUESTS; HOTEL; TRANSPORTATION; ETC.	LOCAL BUSINESS EXPENSES			OUT-OF-TOWN TRAVEL		MISC. EXPENSES		DAILY TOTALS	
		NO. OF MILES	AMOUNT (\$)	PARKING	MEALS/ TIPS	TRANS. PORT.	HOTEL	MEALS/ TIPS		AMOUNT
12/01	DuJours (Crowson, Functional Insulin Treatment) <i>SEATTLE</i>				45.90				6058	46.90
12/06	Franklin Covey (Dodie Scherman Sales Award) - <i>DETROIT</i>							70.00	6082	70.00
12/07	Shelly's Woodronst (Kohl, Williams, Wise)				44.34				6058	44.34
12/10	Joe Senses's (Team lunch)				820.58				6082	820.58
12/13	Franklin Covey (Kris Nielson Star Award)							70.00	6082	70.00
12/15	Mall of America Certificates (Dodie Scherman Sales Award)							75.00	6082	75.00
12/16	Byerly's (Fruit baskets for Drivers)							2107.77	6233	2107.77
12/21	Shoppes on Two (Movie Tickets for Bosses) - <i>MONDAY AFTER THANKS</i>							154.00	6082	154.00

COLUMN TOTALS: 0 MILES @ \$ 0 = \$ 0.00 911.82 2,476.77 GRAND TOTAL: 3388.59

RECAP FOR A/P USE ONLY:

VENDOR # 25 -

COST CENTER 8201

6058

6058

6059

TOTAL EXPENSES: 3388.59

LESS ADVANCE: 0

AMOUNT DUE -

TO EMPLOYEE: 3388.59

TO GHI:

SEND CHECK TO (PLEASE PRINT)

NAME Douglas N Smith

BLDG

DEPT

Douglas N Smith

12-27-99

Wendie E. Wise

12/29/99

Mall of America - South
 Bloomington, MN 55425
 612/983-8930

Ticket#201135 Cus#12 Dec 15 99
 User: MNZ Rgn 12 Dr# 12 Time 01:55

Item Number	Qty	Price	Ext
1GC	1	25.00	25.00
GIFT CERTIFICATE			
1GC	1	25.00	25.00
GIFT CERTIFICATE			
1GC	1	25.00	25.00
GIFT CERTIFICATE			

Subtotal 75.00
 Tax .00
 Total sale 75.00

Visa/MC 75.00
 Card-N
 Exp-date 0300 Auth:015841

Walk In Customer

Franklin Covey Co.
 Hall of America CCR7019
 140 W. Market St.
 Bloomington, MN 558-8636
 3 @ 20.00

22771 GIFT CERTIFICATE 60.00 \$
 22770 GIFT CERTIFICATE 10.00 \$
 SUBTOTAL 70.00
 TAX 0.00
 TOTAL DUE 70.00
 VISA (70.00)

CHANGE 0.00

Cash 161 Steve 538 N 125
 Sales Associate: 16 Steve
 Register: REG1 Dec 13 1999 8:50 PM
 You may return products within 30 days.
 All products carry a 1 year guarantee
 against defects. Receipt required-Thanks

ACCORDING TO CARD ISSUER AGREEMENT
 (MERCHANT AGREEMENT IF CREDIT VOUCHER)

THANK YOU FOR USING VISA

Patricia C. Carlson
 TOP COPY-MERCHANT BOTTOM COPY-CUSTOMER

 DATE 12/16/99 TIME 16:54
 MID 457000000000

THE SCUSER'S GRILL & BAR
 4717 WEST BATH
 BLOOMINGTON MN. 55437

UTSA 5 03/00
 AUTH 003581 TABLE 24 CHECK 9940
 PURCHASE DINNER ROOM WENDY G
 PAYMENT 654.40
 Food Tax 25.98

SUBTOTAL \$ 680.38
 TIP \$ 140.00
 TOTAL \$ 820.38

CUSTOMER COPY
