



Professional Travel

Date: 12/06/17

Account No.

Name: William Sowell
Legal name as it appears on DL (for booking flights)

D.O.B.: 04/15/65

Required for booking flights

Destination: Austin

Purpose: TML Conference for City Leaders in Houston

Departure Date: 12/06/17

Return Date:

Expenses			Before Trip Estimate	Advance Requested	During Trip Expenses	Prepaid or Billed
Mileage (\$0.535/mile 1-1-2017)	50.00	Total Miles Traveled	26.75		26.75	
Air Fare: <input type="checkbox"/> Check if you want Purchasing to book flight						449.96
Parking Fees					17.00	
Taxi, bus, other transportation					41.07	
Car Rental: <input type="checkbox"/> Check if you want Purchasing to book rental car						
Registration <input type="checkbox"/> Prepay <input checked="" type="checkbox"/> City AMEX <input type="checkbox"/> Reimb. Employee						
Meals/Per Diem (Complete Table below)			0.00			
Lodging <input type="checkbox"/> Prepay (Include current W-9 from hotel)						
Gratuities						
Other (please explain)		TOLLS			8.22	
TOTALS			\$0.00	\$0.00		\$449.96

Expenses incurred by employee:	\$93.04
Plus Prepaid or Billed:	449.96
Trip Total:	543.00
Less travel advance (subtracted from expenses incurred):	0.00
Amount due (TO) or FROM the City:	\$93.04

Receipts and other supporting data must be attached. If payment is due the City, please attach payment at time of submission of form after trip is complete.

Director's Signature (Before Trip)

Employee Signature (Before Trip)

Meal Per Diem Breakdown

Date	Amount
Total	\$0.00

Remember: First and last days of travel are reduced, per GSA guidelines.

I certify that the expenses outlined above were incurred by me in the conducting of city business and are true and correct to the best of my knowledge.

Employee Signature (After Trip)

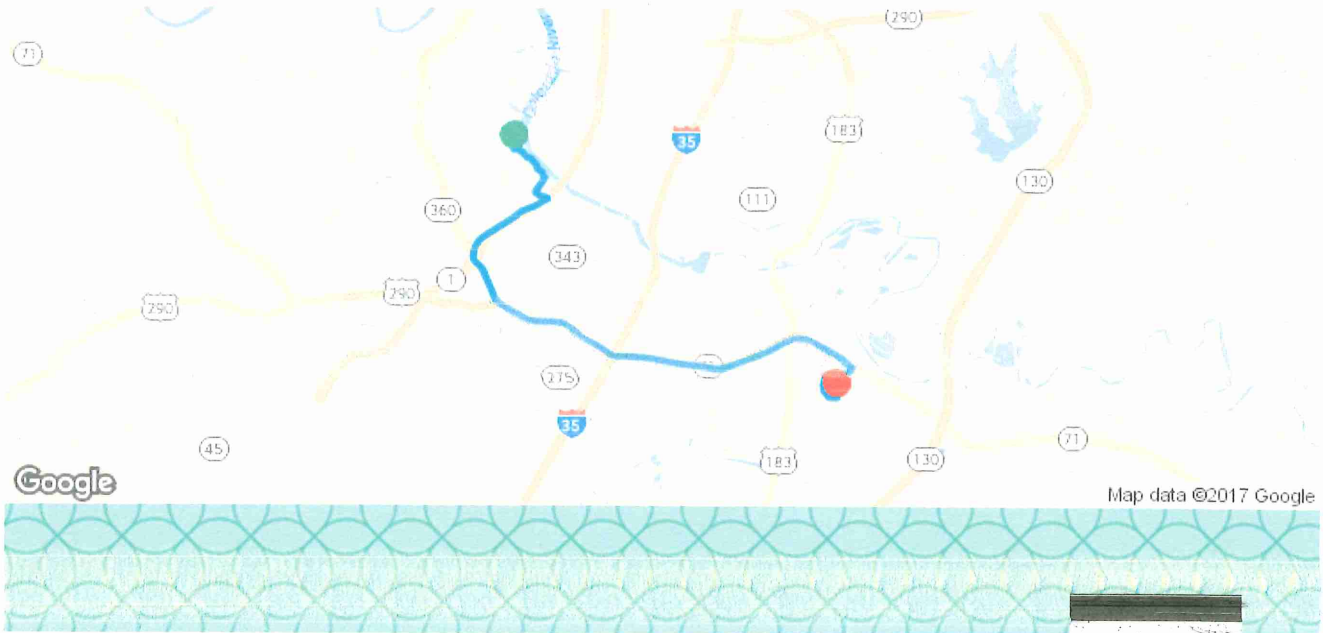
Director's Signature (After Trip)

Approved for Payment

Revised 04/26/17

Uber, Will and Ben
to Austin Airport

From: **Uber Receipts** uber.us@uber.com
Subject: Your Wednesday evening trip with Uber
Date: December 6, 2017 at 6:48 PM
To: willsowell13407@gmail.com



\$41.07

Thanks for choosing Uber, Will

December 6, 2017 | uberX

06:21pm | 3213-3215 Stratford Hills Ln, Austin, TX

06:48pm | 4 Presidential Blvd, Austin, TX



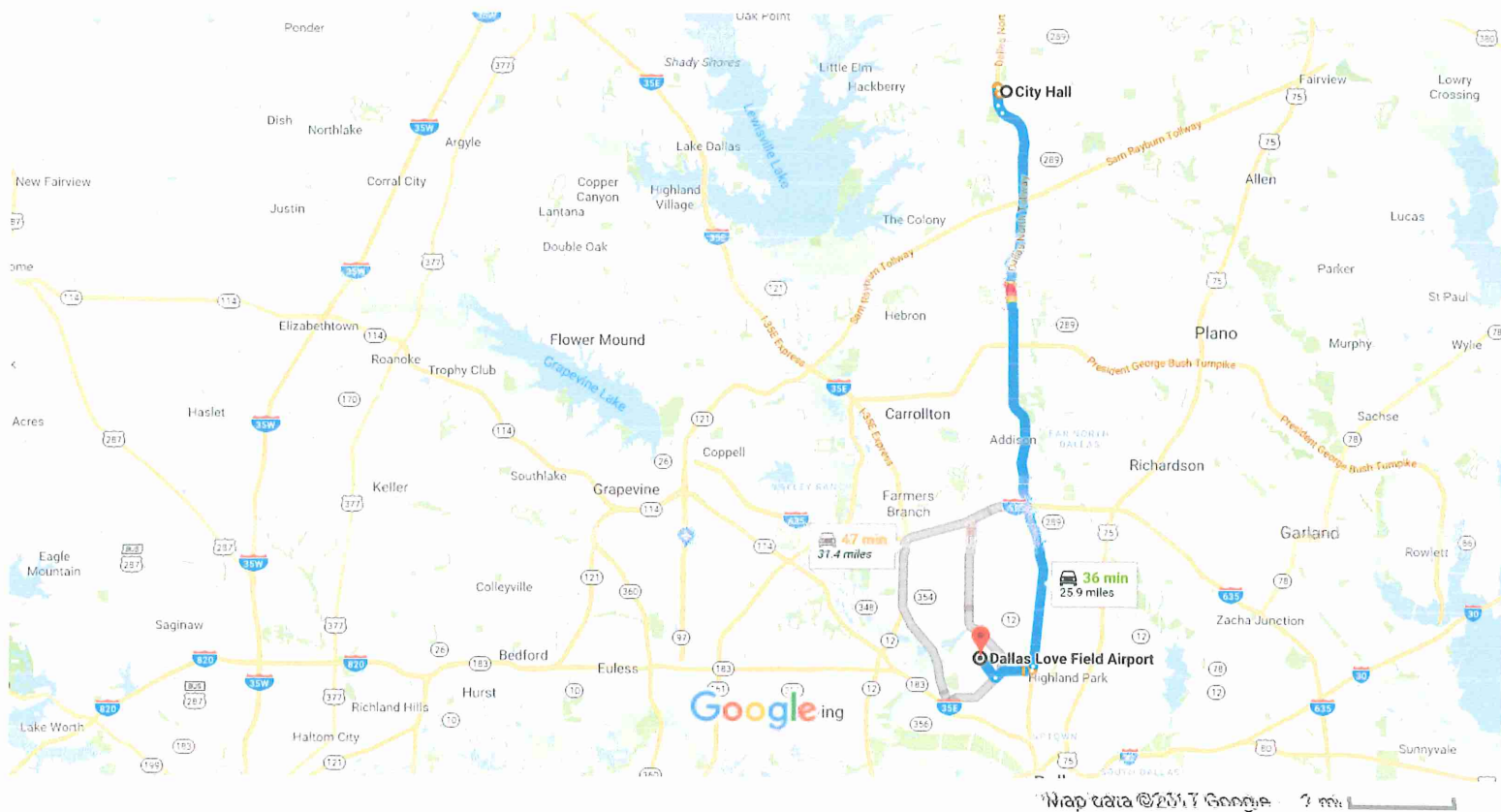
You rode with Abdelaziz

Distance	Estimated time	Vehicle
1.2 miles	10 min	Car



City Hall to Dallas Love Field Airport

Drive 25.9 miles, 36 min



via Dallas North Tollway S

Fastest route, lighter traffic than usual

⚠️ This route has tolls.

36 min

25.9 miles



via Dallas North Tollway S and Marsh Ln

42 min

26.7 miles



via Dallas North Tollway S and I-35E S

Some traffic, as usual

47 min

31.4 miles

Mileage 50 miles

Love
Field Parking
\$17.00

Print Close Window

Transactions from 11/08/2017 to 12/08/2017

Transaction Date/Time	Posted Date/Time	Tag ID	License Plate	Lane	Dir	Location	Transaction Type/Description	Discount Amount
12/08/2017 11:44	12/08/2017 11:46	DNT.01011350	BYG6149	DNT-MAIST-02	S	Main Street (MAIST)	Toll	-0.85
12/07/2017 20:26	12/07/2017 20:28	DNT.01011350	BYG6149	SRT-MLG3-03	S	Custer Main Lane Gantry (MLG3)	Toll	-2.12
12/07/2017 19:07	12/07/2017 19:29	DNT.01011350	BYG6149	SRT-MLG3-09	N	Custer Main Lane Gantry (MLG3)	Toll	-2.12
12/06/2017 19:29	12/06/2017 22:10	DNT.01011350	BYG6149	DAL-PRKA-00	Entry	DAL Parking A Entry	PARKING	-17.00
12/06/2017 21:25	12/06/2017 22:10			DAL-PRKX-21	Exit	DAL Parking Exit		
12/06/2017 22:10	12/06/2017 22:10					Love Field Airport	Payment	17.00
12/06/2017 21:59	12/06/2017 22:01	DNT.01011350	BYG6149	DNT-MAIST-03	N	Main Street (MAIST)	Toll	-0.85
12/06/2017 21:59	12/06/2017 21:59	DNT.01011350	BYG6149	DNT-HEADR-03	N	Headquarters Drive (HEADR)	Toll	-0.85
12/06/2017 21:47	12/06/2017 21:50	DNT.01011350	BYG6149	DNT-MLP3-12	N	Parker Main Lane Gantry (MLP3)	Toll	-1.00
12/06/2017 21:44	12/06/2017 21:47	DNT.01011350	BYG6149	DNT-MLP2-07	N	Trinity Mills Main Lane Gantry (MLP2)	Toll	-1.12
12/06/2017 21:35	12/06/2017 21:45	DNT.01011350	BYG6149	DNT-MOCLN-03	N	Mockingbird Lane (MOCLN)	Toll	-1.14
12/06/2017 13:22	12/06/2017 13:22	DNT.01011350	BYG6149	DNT-MOCLN-01	S	Mockingbird Lane (MOCLN)	Toll	-1.14
12/06/2017 13:11	12/06/2017 13:14	DNT.01011350	BYG6149	DNT-MLP2-06	S	Trinity Mills Main Lane Gantry (MLP2)	Toll	-1.12
12/06/2017 13:08	12/06/2017 13:11	DNT.01011350	BYG6149	DNT-MLP3-05	S	Parker Main Lane Gantry (MLP3)	Toll	-1.00
12/06/2017 13:01	12/06/2017 13:04	DNT.01011350	BYG6149	DNT-MAIST-02	S	Main Street (MAIST)	Toll	-0.85
12/06/2017 12:00	12/06/2017 12:42	DNT.01011350	BYG6149	DNT-MAIST-03	N	Main Street (MAIST)	Toll	-0.85
12/03/2017 12:43	12/04/2017 04:18	DNT.01011350	BYG6149	SRT-COIRD-03	N	Coit Road (COIRD)	Toll	-0.62
12/03/2017 12:40	12/04/2017 02:12	DNT.01011350	BYG6149	DNT-LEBRD-02	S	Lebanon Road (LEBRD)	Toll	-0.41
12/02/2017 04:29	12/02/2017 04:29					Tag Store	Statement Fee	-3.00
12/01/2017 17:04	12/01/2017 17:07	DNT.01011350	BYG6149	SRT-COIRD-03	N	Coit Road (COIRD)	Toll	-0.62
12/01/2017 15:38	12/01/2017 15:41	DNT.01011350	BYG6149	DNT-MAIST-02	S	Main Street (MAIST)	Toll	-0.85
11/30/2017 22:44	12/01/2017 07:48	DNT.01011350	BYG6149	PGBT-MLP10-11	N	Belt Line Main Lane Gantry (MLP10)	Toll	-0.57

TOLLS

Carrie Ardoin

From: Southwest Airlines <SouthwestAirlines@luv.southwest.com>
Sent: Wednesday, November 29, 2017 4:03 PM
To: Carrie Ardoin
Subject: Flight reservation (N2VCRG) | 06DEC17 | DAL-AUS | Sowell/William Daniel

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AIR Confirmation: N2VCRG

Confirmation Date: 11/29/2017

Passenger(s)	Rapid Rewards #	Ticket #	Expiration	Est. Points Earned
SOWELL/WILLIAM DANIEL	Join or Add #	5268789033325	Nov 29, 2018	3922

Rapid Rewards points earned are only estimates. Not a member - visit [Southwest.com/rapidrewards](https://www.southwest.com/rapidrewards) and sign up today!

Date	Flight	Departure/Arrival
Wed Dec 6	674	Depart DALLAS (LOVE FIELD), TX (DAL) on Southwest Airlines at 02:45 PM Arrive in AUSTIN, TX (AUS) at 03:40 PM Travel Time 0 hrs 55 mins Anytime

Date	Flight	Departure/Arrival
Wed Dec 6	5479	Depart AUSTIN, TX (AUS) on Southwest Airlines at 09:15 PM Arrive in DALLAS (LOVE FIELD), TX (DAL) at 10:15 PM Travel Time 1 hrs 0 mins Anytime



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assigned a boarding position based on your check-in time. The earlier you check in within 24 hours of your flight, the earlier you get to board.

 **Bags fly free®:** First and second checked bags. Weight and size limits apply. One small bag and one personal item are permitted as carryon items, free of charge.

 **30 minutes before departure:** We encourage you to arrive in the gate area no later than 30 minutes prior to your flight's scheduled departure as we may begin boarding as early as 30 minutes before your flight.

 **10 minutes before departure:** You must obtain your boarding pass(es) and be in the gate area for boarding at least 10 minutes prior to your flight's scheduled departure time. If not, Southwest may cancel your reserved space and you will not be eligible for denied boarding compensation.

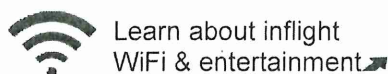
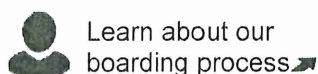
 **If you do not plan to travel on your flight:** In accordance with Southwest's No Show Policy, you must notify Southwest at least 10 minutes prior to your flight's scheduled departure if you do not plan to travel on your flight. Customers who fail to cancel reservations for a Wanna Get Away fare segment at least ten (10) minutes prior to travel and who do not board the flight will be considered a no show, and all remaining unused Wanna Get Away funds will be forfeited. All remaining unused Business Select and Anytime funds will be converted to reusable travel funds. If you no show your reward travel reservation, the points will be redeposited to the purchaser's Rapid Rewards account. Any taxes and fees associated with your reward travel reservation will be held for future use in the form of reusable travel funds under the name of the traveler(s).

Need to make a change? Keep your confirmation number on record. It will be used to retrieve your reservation and apply funds to future travel.

Air Cost: 449.96

Fare Rule(s): 5268789033325: NONTRANSFERABLE -BG WN
Valid only on Southwest Airlines. All travel involving funds from this Confirmation Number must be completed by the expiration date. Unused travel funds may only be applied toward the purchase of future travel for the individual named on the ticket. Any changes to this itinerary may result in a fare increase.


DFW WN AUS196.07WN DFW196.07USD392.14END ZP DAL4.10AUS4.10
XF DAL4.5AUS4.5



Cost and Payment Summary

 AIR - N2VCRG

Base Fare	\$ 392.14	Payment Information
Excise Taxes	\$ 29.42	Payment Type: Amer Express
September 11th Security Fee	\$ 11.20	XXXXXXXXXXXX1015

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Segment Fee	\$ 8.20	Date: Nov 29, 2017
Passenger Facility Charge	\$ 9.00	Payment Amount: \$449.96
Total Air Cost	\$ 449.96	

Payment Type: Amer Express
XXXXXXXXXX1015
Date: Nov 29, 2017
Payment Amount: \$449.96

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² Security Fee is the government-imposed September 11th Security Fee.

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