## **Professional Travel**

Date:	01/25/24								
Name:	Jeff Cheney								
		s it appears on DL (for booking flights)	ORG Code	OBJ Code	Proi Code				
D.O.B.:	-		11016000	69500	,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,				
2.0.2	Required for I	oooking flights	11010000	03300					
		occiming mgmo							
Employee #									
O:t O:1		ve Employee # check option below							
City Council		City Board  Other (explain)	)						
Destination:	Orlando, Fl		Purpose:		PGA				
Dep	parture Date:	01/25/24	Return Date: 01/26/24						
		Expenses	Before Trip Estimate	Advance Requested	During Trip Expenses	Prepaid or Billed			
Mileage (\$0.	655/mile 1-1-20								
Air Fare: Pu									
Parking Fees									
	her transporta								
Car Rental: Purchasing will book rental car									
	☐Fin Pays								
		e Table below)							
		ıde W-9 from hot⊡ Dept Card			344.25				
Other (pleas	se explain)								
TOTALO									
TOTALS			\$0.00	\$0.00		\$0.00			
					\$344.25				
Plus Prepaid or Billed: 0.00									
	Plus Prepaid or Billed: 0.00 Trip Total: 344.25 Less travel advance (subtracted from expenses incurred): 0.00								
			•						
Receipts an	nd other supp	orting data must be attached. If paym	<u>ent is due the C</u>	City, please a	ttach paymen	t at time of			
submission	of form after	trip is complete.							
Director's Si	gnature (Befor	e Trip)		Employee Sig	gnature (Befor	e Trip)			
Meal Per Die	m Breakdowi	1							
Date	Amount	Remember: First and last days of trave	l are reduced						
	,	per GSA guidelines.	raic reduced,						
			he expenses ou	ıtlined above	were incurre	d by me in			
	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								
	the conducting of city business and are true and correct to the best of my knowledge,								
	of my knowledge,								
	Golff (Renery								
	Employee Signature (After Trip)								
				i ;					
		Director's Signature (After	ı rıp)		Approved for	Payment			
Total	\$0.00								
TOLAI	Ψ0.00	I							



HILTON ORLANDO CONVENTION CENTER 6001 DESTINATION PARKWAY

ORLANDO, FL 32819

United States of America

TELEPHONE 407-313-4300 • FAX 407-313-8483

Reservations

www.hilton.com or 1 800 HILTONS

CHENEY, JEFF

6101 FRISCO SQUARE BLVD

FRISCO TX 75034

UNITED STATES OF AMERICA

Room No:

1123/K1

Arrival Date:

1/25/2024 9:31:00 PM

Departure Date: Adult/Child: 1/26/2024

Cashier ID:

1/0

Room Rate:

LPADRO2 304.00

AL:

HH# VAT#

Folio No/Che

2372958 A

Confirmation Number: 3468918772

HILTON ORLANDO CONVENTION CENTER 1/26/2024 3:10:00 AM

DATE	DESCRIPTION	ID	REF NO	CHARGES	CREDIT	BALANCE
1/25/2024	GUEST ROOM	DREYES	15535108	\$304.00		
1/25/2024	DESTINATION MARKETING FEE	<b>DREYES</b>	15535108	\$2.00		
1/25/2024	ROOM TAX - 12.5%	DREYES	15535108	\$38.25		
			\$344.25			
		\$0.00				

GOOD MORNING! WE HOPE YOU ENJOYED YOUR STAY. WITH ZIP-OUT CHECK-OUT THERE IS NO NEED TO STOP AT THE FRONT DESK TO CHECK OUT. YOU MAY USE THIS STATEMENT AS YOUR RECEIPT.