

400 SOUTH VICENTIA AVENUE, CORONA, CA 92882

FINANCE DEPARTMENT

This claim form is to be used when general obligation checks are to be issued and normal purchase order and invoicing procedures cannot be followed.

Claims will be paid every Thursday. Claims must be delivered and processed no later than the Thursday preceding the day of payment.

CLAIMANT: Eugene Montanez

ADDRESS: 831 Johnny Cash Dr

NEEDED BY: NORMAL PROCEDURE

CITY: Corona, CA 92882

DATE	ITEMS	AMOUNTS	1
3/21/17	Mileage Reimbursement for Council Member Eugene Montanez (Mileage reimbursement 0.535/mile)		<input type="checkbox"/>
			<input type="checkbox"/>
			<input type="checkbox"/>
			<input type="checkbox"/>
	February 2017 Total reported miles: 78.6	31.67	<input type="checkbox"/>
	February 2017	10.38	<input checked="" type="checkbox"/>
			<input type="checkbox"/>
3/21/17	Reimbursement of American Airlines expense for luggage fees while attending the NALEO Conference & Board meeting in Washington, DC from March 6-9, 2017.	50.00	<input type="checkbox"/>
			<input type="checkbox"/>
3/21/17	Reimbursement of transportation expense(Uber & Lyft services) while attending the NALEO Conference & Board meeting in Washington, DC from March 6-9, 2017. - Lyft service expense on March 6, 2017 : \$47.58	82.74	<input type="checkbox"/>
	- Lyft service expense on March 7, 2017 : \$9.58		<input type="checkbox"/>
	- Uber service expense on March 9, 2017 : \$25.58		<input type="checkbox"/>
	TOTAL		
<p>1 Check the box next to the line item if it relates to <u>taxable</u> meal or mileage reimbursements. Refer to City Travel Policy to determine if a meal or mileage reimbursement is taxable.</p> <p>I certify the above is a true and correct claim against the City of Corona and no part of the same has heretofore been paid.</p> <p>Prepared by: <u>Eugene Montanez</u></p>		GL KEY / JL KEY	
		1101011042710	42.05
		1101011043200	132.74
		\$	174.79
Phone ext: 736-2371		TOTAL AMOUNT	

Phone ext: 736-2371

PE I.D.

DATE _____

Approved:

Reviewed: _____