

EXPENSE CLAIM
COUNTY OF LOS ANGELES

CLAIMANT	<u>Andrea Sheridan Ordin</u>	DEPARTMENT	<u>County Counsel – 360</u>
ADDRESS	<u>500 W. Temple Street, 648 KHHOA</u>	HEADQUARTERS	<u>648 KHHOA</u>
	<u>Los Angeles, California 90012</u>	DATE OF CLAIM	<u>5-7-10</u>
		PERIOD OF CLAIM	<u>5-4-10 - 5-6-10</u>

DATE	DESCRIPTION OF EXPENSE (Show Purpose of Trip)	PLACE WHERE INCURRED (Itemize in Detail)	AMOUNT
	Washington, D.C. trip with Board of Supervisors	Washington, D.C.	\$
5-4-10	Airfare (LAX to Washington, DC)	Los Angeles	\$279.40
5-4-10	Hotel and room tax (\$329.00 + \$47.71)	Grand Hyatt, Washington, D.C.	\$376.71
5-5-10	Breakfast	Washington, D.C.	\$3.90
5-5-10	Lunch	Washington, D.C.	\$14.74
5-5-10	Hotel and room tax (\$329.00 + \$47.71)	Grand Hyatt, Washington, D.C.	\$376.71
5-5-10	Breakfast	Grand Hyatt, Washington, D.C.	\$7.98
5-5-10	Business Center and Internet charge	Grand Hyatt, Washington, D.C.	\$15.37
5-6-10	Fed Ex charge	Washington, D.C.	\$42.11
5-6-10	Taxi fees (3 receipts attached)	Washington, D.C.	\$26.50
5-6-10	Lunch	Washington, D.C.	\$5.49
5-6-10	Dinner	Washington, D.C.	\$14.02
5-6-10	Porterage (3 days)	Washington, D.C.	\$3.00
5-6-10	LAX Parking (3 days)	Los Angeles	\$36.00

I HEREBY CERTIFY THAT THE ABOVE EXPENSE WAS NECESSARILY INCURRED IN THE PERFORMANCE OF MY DUTY.

TOTAL CLAIMED \$1,201.93

AS County Counsel

CLAIM IS HEREBY MADE FOR REIMBURSEMENT AS ITEMIZED ABOVE.

APPROVED

SIGNED

Andrea Sheridan Ordin
CLAIMANT

ASSISTANT COUNTY COUNSEL /ADMINISTRATIVE DEPUTY

COPIES: Original - 1 - Accounting Section

B. 1. Lodging \$174.00 per night; breakfast \$10.50; lunch \$13.50 and dinner \$34.00, or not to exceed \$58.00 per day when three meals are purchased upon any one day. The rates set forth in this paragraph shall be subject to annual adjustment by the auditor-controller pursuant to Section 5.40.095 of this Code. Where the cost of a single-occupancy hotel accommodation in a major metropolitan area or capital city, as defined in Section 5.40.090(B), exceeds the limitations set forth in this section and Section 5.40.095, reimbursement may, with prior approval of the Chief Administrative Officer, be made for actual necessary costs of said single-occupancy hotel accommodation, including all taxes, upon presentation to the auditor-controller of a receipt from the hotel concerned. Lodging \$20.00 per night; breakfast \$5.00; lunch \$7.00 and dinner \$16.50, or not to exceed \$28.50 per day when three meals are purchased upon any one day. Where the cost of a single-occupancy hotel accommodation exceeds the \$20.00 limitation, reimbursement will be made for actual necessary cost of a single-occupancy hotel accommodation, up to a maximum of \$150.00, plus all taxes, on the voucher, upon presentation to the auditor-controller of a voucher from the hotel concerned;

a. Notwithstanding subsection B.1. above, employees attending a County-sponsored conference will be reimbursed for receipted lodging, plus taxes, when the lodging is contracted by the County sponsor for the event, and the appointing authority has granted prior approval for attendance and lodging at the contracted rate at the designated hotel;



Faded text in the top left area, possibly a date or reference number.

thank you

Last Name ORDIN		First Name ANDREA SHE		Folio 1	Page 1
Street 25 MASSACHUSETTS AVE,NW				Room 719	
SUITE 560				Rate 329.00	
City WASHINGTON	State DC	Zip Code 20001		Arrival 05/04/10 TUE	
(202) 393-2404		1/0		Departure 05/06/10 THU	
				Bonuses	Type CCARD
				Account	

DATE	DESCRIPTION	CHARGE/CREDIT	DATE	DESCRIPTION	CHARGE/CREDIT
05/04	GROUP ROOM	329.00			
05/04	*ROOM TAX	47.71			
05/05	PRIVATE RESERVE <i>Breakfast</i>	7.98			
05/05	GROUP ROOM	329.00			
05/05	*ROOM TAX	47.71			
05/05	*BUSINESS CTR IN	10.60			
05/06	[REDACTED] ExXX/XX	-772.00			
	Total Due	.00			
	MASTERCARD [REDACTED]				
	Bonus points/miles will be credited on eligible stays.				
	Thank you for choosing the Grand Hyatt Washington. Our goal is to exceed all of your guest service expectations. We are very interested in hearing your feedback regarding your visit. Please use the following information when forwarding your comments or billing inquiries to us:				
	Grand Hyatt Washington			Or, Email us at:	

Signature

I agree that my liability for this bill is not waived and I agree to be held personally liable in the event that the indicated person, company or association fails to pay for any part or the full amount of these charges.



Your trip has been purchased. Thank you!

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Thank you for choosing United! Your ticket(s) have been issued as an E-Ticket

You will receive a confirmation email in a few minutes

united.com purchase details:

Confirmation number M9V0LU Print Confirmation View itinerary Check-in

EasyCheck-in Online

Available 1-24 hours before domestic flights and 24 hours before international flights.

Traveler guide

View the Traveler Guide to learn about itinerary changes, travel tips, onboard meal and entertainment options and more.

E-Receipt

View the transaction receipt for this itinerary

Flight info

Los Angeles, CA (LAX) ↔ Washington, DC (IAD)

Flight	Depart	Arrive	Cabin	Seats
United 0946	LAX 07:48 AM Tue, May 4, 2010	IAD 03:37 PM Tue, May 4, 2010	Economy (L)	40A

Equipment: Boeing 777 | Duration: 4h 49m | Non-stop | Fare code: LAM14GS
 Traveled miles: 2288 | Award miles: 2,288 | Food for Purchase
[Download to calendar](#)

Washington, DC (IAD) ↔ Los Angeles, CA (LAX)

Flight	Depart	Arrive	Cabin	Seats
United 0137	IAD 07:50 PM Thu, May 6, 2010	LAX 10:33 PM Thu, May 6, 2010	Economy (L)	16A

Equipment: Airbus A320 | Duration: 5h 43m | Non-stop | Fare code: LAM14GS
 Traveled miles: 2288 | Award miles: 2,288 | Food for Purchase
[Download to calendar](#)

Check-in information

Please note that valid, government-issued photo identification must be presented at check-in.

Fare summary

[Price breakdown](#)

Name	Frequent flyer	Ticket	Fare(s)	Additional taxes and fees	Fare subtotal (s)
ANDREA ORDIN	██████████	0162105724490	258.00 USD	21.40 USD	279.40 USD

Secure Flight data complete visit [My itineraries](#) to modify or view your Secure Flight information.

Please review the [fare rules](#) for this itinerary.

Fare total: 279.40 USD

Penalty

CXL BY FLT TIME OR NOVALUENONREF/CHGFEEPLUSFAREDIF/

Purchase summary

Product	Credit card:	Receipt	Price
Ticket price	Mastercard	[REDACTED]	279.40 USD

Ticket Total: 279.40 USD

Itinerary total:

Grand total: 279.40 USD

Billing / Delivery information

ANDREA ORDIN



Related links:

[Held itinerary](#) | [Existing reservations FAQs](#)

Book your hotel

Location	Dates of stay	Hotel	Rating	Price
Washington D.C.	05/04-05/06	The Melrose Hotel, Washington D.C.	★★★★☆	As low as USD229.00 per night Book now
Washington D.C.	05/04-05/06	The Henley Park Hotel	★★★☆☆	As low as USD259.00 per night Book now
Washington D.C.	05/04-05/06	Donovan House - A Thompson Hotel	★★★★☆	As low as USD394.00 per night Book now

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Access America [Learn more](#)

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Easycheck-in

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Mileage Plus Dining

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 - [Claims restrictions](#), including time periods within which a passenger must file a claim or bring an action against the UA Carrier;
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UNited AIR LINES 

*LONGWORTH CAFE*****

RIS Lunch
7 MAY06'10 10:07AM

LW CAFE

7 lb
 .02 lb Tare =
 1 lb Net Wt @
 68/lb
 L PLATE 1.92
 COFFEE 1.80
 1b
 02 lb Tare =
 1 lb Net Wt @
 68/lb
 L PLATE 1.77
 SUBTOTAL 5.49
 ENT 20.00
 AMT DUE 14.51



1 WORLD WAY
LOS ANGELES, CA 90045-5803
310-646-2911

Merchant ID: 0014672458
Term ID: 003194000014672458078

Sal Parking

MASTERCARD Entry Method: Swiped
 Total: \$ 90.00
 05/07/10 00:04:10
 Inv #: 000012 Appr Code: 02317Z
 Apprvd: Online

Customer Copy
THANK YOU!

3 days @
 12.00 36k
 = 45.00

Nat'l Museum of American Indian
Smithsonian Institution
Mitsitam Cafe

84 Samayoa, J Lunch
 CHK 249 05MAY'10 11:32 GST 1

1 Cabra Emp 7.95
 1 Guacamole 1.50
 1 Vitamin Water 3.95
 Food Sales 13.40
 Tax 1.34
 Total Paid 14.74
 Cash 20.00
 Change Due 5.26

*RAYBURN CAFE*****

LIA
MAY05'10 2:05PM

Breakfast
 V CAFE 1.95
 WATER 1.95
 SUBTOTAL 3.90
 ENT 3.90

Signature:

Thank You !!!
Please Come Again

Tidewater Landing
Located In
Concourse C
At Dulles
International Airport

Date: May06'10 07:10PM
 Card Type: Master Card
 Acct #: [REDACTED]
 Exp Date: XX/XX
 Auth Code: 05124Z
 Check: 3689
 Check ID: 2
 Server: 34 Jozsef S Divuk

Subtotal: 12.02
 Tip: 2.00
 Total: 14.02

Signature
 I agree to pay above total
 according to my card issuer
 agreement.

*** Guest Copy ***

USA Technologies Express

Terminal ID: EV065664

Terminal Serial #: [REDACTED]

Transaction: 1273163688

*** **

Location: Grand Hyatt Washington DC

Date: 5/6/2010

Time: 4:34:48 PM

Card: 3001

*** **

~~PENDING AUTHORIZATION AMOUNT: \$99.00~~

Usage: 9 minutes, \$4.77

Internet: 9 minutes, \$0.00

Total Sale: \$4.77

E-mail from office

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