

**CITY OF NORTH MIAMI, FLORIDA
TRAVEL EXPENSE REPORT**

Doc 355900

Name Larry Juriga Date 12/12/2017
 Department Police Title Assistant Chief
 Destination Arcahaie, Haiti Mode of Transportation Used AIR
 Vacation Combined with Trip? Yes No If so, meal and hotel expenses cease upon termination of City business.

TRANSPORTATION COSTS

* Round Trip Common Carrier Rate to Destination

PRIVATE AUTO RECORD

DATE	FROM	TO	ODOMETER		MILES	*PARKING & TOLLS
			START	FINISH		
TOTAL					0	\$0.00
Allowable Mileage					@ \$0.500 per mile	\$0.00
Total Transportation Reimbursement						\$0.00

ACTUAL SUBSISTENCE EXPENSES

DATE	12/3/2017	12/4/2017	12/5/2017	12/6/2017	TOTAL
	SUN	MONDAY	TUES	WEDNESDAY	
ITEMS					
*Lodging				218.70	\$218.80 ✓
Breakfast	16.65			16.65	\$33.30 ✓
Lunch	33.30			33.30	\$66.60 ✓
Dinner				61.05	\$61.05 ✓
FLIGHT	640.10 639.14				\$640.10 639.14 ✓
FLIGHT Change Fee				200.00	\$200.00 ✓
Parking				68.00	\$68.00 ✓
Tourist Reg				10.00	\$10.00 ✓
Incidentals				50.00	\$50.00 ✓
TOTAL	689.09	0.00	0.00	657.70	0.00 0.00 0.00 \$1,346.89

I hereby certify that the above is a true and correct statement of travel expenses incurred in the conduct of City business and no expenses are of a personal nature.

GRAND TOTAL \$1,346.89

Larry Juriga
(Employee)

APPROVED: *[Signature]*
(Department Head)

Total Amount Advanced/Prepaid: \$1,057.94
 Total Expenses: \$1,346.89
 Due City: \$0.00
 Due Traveler: \$288.95

Account No. 001-08-423000-521-305-000

Expenses Approved by *[Signature]* Date 2-26-18
Budget Manager

Approved for Payment _____ Date _____
Finance

**Telephone calls itemized are related to City business.

Accounting - Original	Initials
Traveler - Copy	

Voucher No. _____ Date _____

**City of North Miami, Florida
TRAVEL REQUEST**

Date: December 4, 2017

Name of Traveler: Larry Juriga

Department Police

Destination: Arcahaie, Haiti

Mode of Transportation: American Airlines
(If least expensive mode not chosen provide justification below)

Dates of City Travel: From: 12/3/2017

To: 12/6/2017

Purpose of Trip: To provide training and assistance to the police officers of our Sister City in Arcahaie, Haiti.

<u>ESTIMATED COST</u>		Will vacation be combined with trip? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Registration		Attach written documentation supporting this travel
Transportation	839.14	Information on trip attached? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Meals	160.95	Travel was included in budget? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Lodging	218.80	*(Explain answer no)
Other – Local Transportation		
Other		
Total Costs	1218.89	
Less Prepaid Expenses	1201.94	
Advance to Traveler	160.95	
		Signature <u><i>Larry Juriga</i></u> Traveler

Meal Detail

Date	12/3/2017	12/4/2017	12/5/2017	12/6/2017				Total
Breakfast – 15%	16.65			16.65				33.30
Lunch – 30%	33.30			33.30				66.60
Dinner – 55%				61.05				61.05
Total	49.95			111.00				160.95

COMMENTS

Account No. 001-08-423000-521-305-000

Voucher No: _____ Date: _____

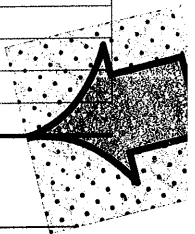
APPROVED

DEPARTMENT HEAD _____ DATE _____

RISK MANAGEMENT ADMINISTRATOR _____ DATE _____

BUDGET DIRECTOR _____ DATE _____

CITY MANAGER *[Signature]* DATE 2/5/18



INTERIM CHIEF LARRY JURIGA
TRAVEL TO: ARCAHAIE, HAITI
DECEMBER 3-6, 2017

Ministère de l'Economie et des Finances
ADMINISTRATION GÉNÉRALE DES DOUANES

Robert J 384187 \$10.00
COUPON DE REDEVANCE TOURISTIQUE RJ

08-12-17

Tout étranger qui entre sur le territoire national par les frontières terrestre,
maritime et aérienne est assujéti au versement d'une redevance dite carte touristique
de l'équivalence en gourdes de dix et 00/100 dollars américains (USD 10.00).

(Article 1 : de la loi de finance 2014-2015)



Juriga

MIA PARKING
4200 N.W. 36 ST 3RD FL
MIAMI , FL 33122

12/06/2017

18:03:51

DEBIT CARD

DEBIT SALE

Card #	XXXXXXXXXXXX8893
Network:	VISA
Chip Card:	US DEBIT
AID:	A0000000980840
ATC:	01A4
TC:	D640F623F7853D8C
SEQ #:	24
Batch #:	250
INVOICE	24
Approval Code:	130156
Entry Method:	Chip Read
Mode:	Issuer

SALE AMOUNT

\$68.00

CUSTOMER COPY



MEMORANDUM

To: Terry Henley, Director
Budget

From: Gia Smith, Administrative Assistant
Police

Date: December 12, 2017

RE: Incidentals/Sister City trip to Haiti

This is to request that Interim Chief Larry Juriga be reimbursed for incidental charges, related to his travel to Arcahaie, Haiti in the amount of \$50.00. This trip was arranged to provide training and assistance to the officers of Haiti through our Sister City Program.

Thank you.

GDS/gds

DECAMERON

All Inclusive Hotels & Resorts



Date: 28/11/2017
For: ARTHUR H. SOREY III
 COTE DES ARCADINS

Liquidation of Reservation: 10226516

Status Name: CONFIRMED

Dear Mr.

Expiration: **28/11/2017**

For DECAMERON hotels & Resorts is a pleasure to introduce our Liquidation of Reservation of services at the hotel ROYAL DECAMERON INDIGO at COTE DES ARCADINS where you can enjoy the DECAMERON All - Inclusive style experience

Hotel	Plan	Date Check In	Date Check Out	Type PAX	Value for PAX	Accommodation	Number Passengers	Value Total
ROYAL INDIGO	PRO CD-HAITI	03/12/2017	05/12/2017	ADULT	218.00	6 SIMPLE	6	1,308.00
							Sub - Total	1,308.00

Supplements	Type	Value	Quantity	Value Total
			Sub - Total	0.00

Taxes	Value Total
Taxes	0.00

Total Value Plan: US\$ 1,308.00

ROYAL INDIGO

PLAN: PRO CD-HAITI - PROMO NUEVO CLIENTE DIRECTO

INCLUDES:

All- Inclusive Plan

Plan includes: Breakfast, lunch and dinner buffet, snacks and dinner a la carte, local alcoholic and non alcoholic beverages, daily activities program, non-motorized water - sports, towels and beach chairs, nightly entertainment, tips and taxes.

NOT INCLUDED:

Rate does not include

Safety deposit box in rooms, laundry, phone calls (national and international), spa, taxi, bus service to Port Au Prince, medical service, massages.

GENERAL CONDITIONS:

- Valid for stays of minimum 2 nights
- Subject to change without notice
- Children between 0 and 36 months as of the day of use of the reservation are free, sharing a room with a minimum of one paying adult
- Rate for children between 3 and 11 years sharing a room with a minimum of two adults paying double rate or one adult paying single rate.
- Airplane tickets and hotel are subject to availability
- CHECK-IN 15:00h The DELIVERY OF THE KEYS for the room is made from 15:00h until 17:00h (according to the availability and the hotel occupation)
- CHECK-OUT 12 00 PM
Customer can stay for lunch and use the hotel and the installations until 14:00h the day of the CHECK OUT
- Entry before check in time, or exit after the check out time is subject to additional charges at the hotel's discretion.
- No show: confirmed reservations that do not show at the hotel or are cancelled less than 72 hours before check-in time will be charged 100% of the first night.
- Penalties for changes and cancellations apply

* Rates subject to change without notice

1,311.00



Your reservation has been changed. Your new itinerary is listed below.
 This is not your receipt. You will be receiving itinerary confirmation along with your receipt soon.
 The special service(s) request associated with the original reservation has been applied to this changed reservation.

Port Au Prince to Miami

4 Adults

Wednesday December 6, 2017 – Wednesday December 6, 2017

Your Trip Price:

\$2,064.64 USD

AA Record Locator

LGEYYN

Your record locator is your reservation confirmation number and will be needed to retrieve or reference your reservation.

Reservation Name

MIA/PAP

Status: Relssued Dec 05, 2017

Flight	Depart	Arrive
American Airlines 1181 Create Notification	Port Au Prince (PAP) December 6, 2017 09:00 AM On time Scheduled Time: 09:00 AM Estimated Time: 09:00 AM Actual Time: Terminal : Gate : Travel Time : 2 h 20 m Class : Economy Seat : 20D , 19C , 19D , 20C	Miami (MIA) December 6, 2017 11:20 AM On time Scheduled Time: 11:20 AM Estimated Time: 11:20 AM Actual Time: Terminal : N Gate : D16 Baggage Area : CD Booking Code : S Plane Type : 738

Fare Amount

Adult
 4 × \$372.00 USD \$1,488.00 USD

Taxes & Carrier-Imposed Fees

Taxes \$576.64 USD

Carrier-Imposed Fees \$0.00 USD

Flight Subtotal

\$2,064.64 USD

Baggage Information

Baggage Charges (per person)

Based on your travel, one airline is designated as the Most Significant Carrier, and that airline's baggage allowances and charges apply to your entire journey. Other Baggage and Optional Charges [\[2\]](#)

Carry-On Baggage	Cost (USD)	Size*	Additional Info
American Airlines International 1st Carry-On	No Charge	36 din / 91 dcm	Includes: purse, briefcase, laptop bag or similar item that must fit under the seat in front of you.
2nd Carry-On	No Charge	45 din / 114 dcm	Maximum dimensions not to exceed: 22" long x 14" wide x 9" tall (56 x 35 x 23 cm)
Checked Baggage	Cost (USD)	Size*	Weight
American Airlines 1st Bag	No Charge	62 din / 158 dcm	Under 50 lbs/ 23 kgs
2nd Bag	\$40	62 din / 158 dcm	Under 50 lbs/ 23 kgs

*Dimensional Size is calculated as follows: (Length + Width + Height)

Passenger Summary

Save time at the airport! Add your travel information below to check-in online.

LAURENCE JURIGA

Ready for Check-in



AA RECORD LOCATOR: LGEYYN



Get your boarding pass faster!
Scan this barcode at any
American Airlines Self-Service
Machine.

Miami to Port Au Prince

4 Adults

Sunday December 3, 2017 – Wednesday December 6, 2017

Total Paid:

\$2,470.81 USD

AA Record Locator
LGEYYN

Reservation Name
MIA/PAP

Your record locator is your reservation confirmation number and will be needed to retrieve or reference your reservation.

Status: Ticketed Nov 20, 2017

Flight	Depart	Arrive
American Airlines 949 	Miami (MIA) December 3, 2017 10:50 AM Travel Time : 2 h 9 m Class : Economy Seat : 14D , 16A , 14A , 14F	Port Au Prince (PAP) December 3, 2017 12:59 PM Booking Code : G Plane Type : 738

Fare Amount

Adult
4 × \$372.00 USD \$1,488.00 USD

Trip Options

Main Cabin Extra \$317.85 USD
Preferred Seats \$101.12 USD

Flight	Depart	Arrive
American Airlines 903 	Port Au Prince (PAP) December 6, 2017 02:02 PM Travel Time : 2 h 17 m Class : Economy Seat : 14C , 12C , 14D , 12D	Miami (MIA) December 6, 2017 04:19 PM Booking Code : S Plane Type : 738

Taxes & Carrier-Imposed Fees

Taxes \$563.84 USD
Carrier-Imposed Fees \$0.00 USD

Flight Subtotal

\$2,470.81 USD

Receipt

PASSENGER	TICKET NUMBER	FREQUENT FLYER NUMBER	FARE	Tax/Fee/Charge	TICKET TOTAL
JURIGA, LAURENCE	0012159227229		\$372.00 USD	140.96	512.96
HYPPOLITE, STEPHANE	0012159227230		\$372.00 USD	140.96	512.96
BREA, FRANZIA	0012159227231		\$372.00 USD	140.96	512.96
JEANITE, DUHAMEL	0012159227232		\$372.00 USD	140.96	512.96
Payment Type: VISA *****9070				Total	\$2,051.84 USD

PASSENGER	SEAT NUMBER(S)	PRICE	Tax/Fee/Charge	SEAT TOTAL
JURIGA, LAURENCE	14D, 14C	127.14 USD		127.14 USD
HYPPOLITE, STEPHANE	16A, 12C	66.45 USD		66.45 USD
BREA, FRANZIA	14A, 14D	127.14 USD		127.14 USD
JEANITE, DUHAMEL	14F, 12D	98.24 USD		98.24 USD
			Total	418.97 USD

Endorsements/Restrictions

NONREF/RESTRICTIONS APPLY

Terms and conditions:

If you've already begun travel, this receipt may only show portions of your trip not flown.

Smith, Gia

From: American Airlines <no-reply@notify.email.aa.com>
Sent: Tuesday, December 05, 2017 1:53 PM
To: Smith, Gia
Subject: Your trip confirmation-LGEYYN 06DEC



Hello Laurence Juriga!

Issued: Dec 5, 2017



Your trip confirmation and receipt

Record locator: **LGEYYN**

[View your trip](#)

Wednesday, December 6, 2017

PAP

9:00 AM

Port Au Prince

American Airlines 1181



MIA

11:20 AM

Miami

Seats: 20D, 19C, 19D,
20C

Class: Economy (S)

Meals:

Laurence
Juriga

Earn miles with this trip.

[Join AAdvantage »](#)

Ticket # 0012161289115

Stephane
Hyppolite

Earn miles with this trip.

Join AAdvantage »

Ticket # 0012161289116

Franzia Brea

Earn miles with this trip.

Join AAdvantage »

Ticket # 0012161289118

Duhamel
Jeanite

Earn miles with this trip.

Join AAdvantage »

Ticket # 0012161289119

Your trip receipt



Exchange, Visa XXXXXXXXXXXXXXX9070

Laurence Juriga

ADDITIONAL FARE COLLECTION

\$ 3.20

Stephane Hyppolite

ADDITIONAL FARE COLLECTION

\$ 3.20

Franzia Brea

ADDITIONAL FARE COLLECTION

\$ 3.20

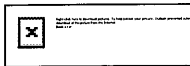
Duhamel Jeanite

ADDITIONAL FARE COLLECTION

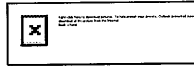
\$ 3.20

TICKET CHANGE

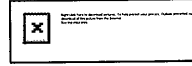
\$ 800.00



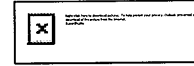
Book a car



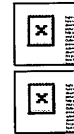
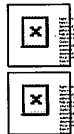
Book a hotel



Buy trip insurance



SuperShuttle



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Get the American Airlines app



Additional Services are subject to credit card approval at time of ticketing. Additional Services may appear on multiple accompanied documents as a matter of reference.

Baggage Information

Baggage charges for your itinerary will be governed by American Airlines BAG ALLOWANCE - PAPMIA-01 Piece/ American Airlines /UP TO 50 LB/23 KG AND UP TO 62 LINEAR IN/158 LINEAR CM 1STCHECKED BAG FEE-PAPMIA-USD0.00/ American Airlines /UP TO 50 LB/23 KG AND UP TO 62 LINEAR IN/158 LINEAR CM 2NDCHECKED BAG FEE-PAPMIA-USD40.00/ American Airlines /UP TO 50 LB/23 KG AND UP TO 62 LINEAR IN/158 LINEAR CM ADDITIONAL ALLOWANCES AND/OR DISCOUNTS MAY APPLY

You have purchased a NON-REFUNDABLE fare. The itinerary must be canceled before the ticketed departure time of the first unused coupon or the ticket has no value. If the fare allows changes, a fee may be assessed for changes and restrictions may apply.