

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

Name STEPHANE HYPPOLITE
 Department Police
 Destination Arcahaie, Haiti
 Vacation Combined with Trip? Yes No

Date 12/12/2017
 Title OFFICER
 Mode of Transportation Used AIR
 If so, meal and hotel expenses cease upon termination of City business.

TRANSPORTATION COSTS

* Round Trip Common Carrier Rate to Destination _____

PRIVATE AUTO RECORD

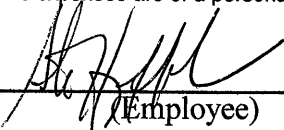
DATE	FROM	TO	ODOMETER		MILES	*PARKING & TOLLS
			START	FINISH		
TOTAL					0	\$0.00
Allowable Mileage					@ \$0.500	per mile \$0.00
Total Transportation Reimbursement					\$0.00	

ACTUAL SUBSISTENCE EXPENSES

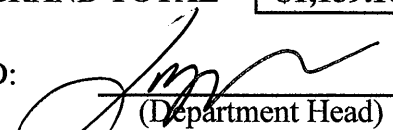
DATE	12/3/2017	12/4/2017	12/5/2017	12/6/2017				TOTAL
	SUN	MONDAY	TUES	WEDNESDAY				
ITEMS								
*Lodging				218.70				\$218.80
Breakfast	16.65 ✓			16.65 ✓				\$33.30 ✓
Lunch	33.30 ✓			33.30 ✓				\$66.60 ✓
Dinner				61.05 ✓				\$61.05 ✓
FLIGHT	579.41							\$579.41 ✓
FLIGHT CHANGE				200.00				\$200.00
*Registration Fees								\$0.00
Parking								\$0.00
Tourist Reg								\$0.00
								\$0.00
TOTAL	629.36	0.00	0.00	529.70	0.00	0.00	0.00	\$1,159.16

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 \$1,159.16



 (Employee)

APPROVED: 

 (Department Head)

Total Amount Advanced/Prepaid: \$1,320.11
 Total Expenses: \$1,159.16
 Due City: \$0.00
 Due Traveler: \$160.95

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

Expenses Approved by J. H. King Date 12-19-17
 Budget Manager

Approved for Payment _____ Date _____
 Finance

*To be substantiated by paid bill or receipt.
 **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: Stephane Hyppolite

Department Police

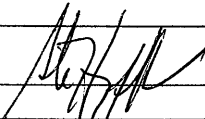
Destination: Arcahaie, Haiti

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

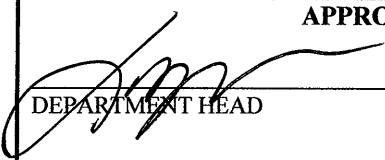
Purpose of Trip: To provide training and assistance to the police officers of our Sister City in Arcahaie, Haiti.

<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	879.41	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	1259.16	
Less Prepaid Expenses	1098.21	
Advance to Traveler	160.95	
		Signature <u></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. <u>00 1-08-423060 521 305 000</u> Voucher No: _____ Date: _____	APPROVED	
	<u></u> DEPARTMENT HEAD	<u>12/14/17</u> DATE
	_____ RISK MANAGEMENT ADMINISTRATOR	_____ DATE
	_____ BUDGET DIRECTOR	_____ DATE
	_____ CITY MANAGER	_____ DATE

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

\$111.00

DECAMERON

All Inclusive Hotels & Resorts



TOTAL PAYABLE AGENCY	TOTAL PAYABLE PAX	TOTAL DEPOSITS	CURRENT BALANCE
US\$ 1,308.00	US\$ 1,308.00	US\$ 0.00	US\$ 1,308.00

It is our pleasure to serve you, we look forward to any questions you may have.

Kind Regards:

Decameron All Inclusive Hotels & Resorts

Tel. , Fax. 28150111

ROUTE NATIONALE #1 KM 78, MONTRUIS, HAITI.

For more information please see: <https://www.decameron.com>

HODELINEWEB.HAITI@DECAMERON.COM

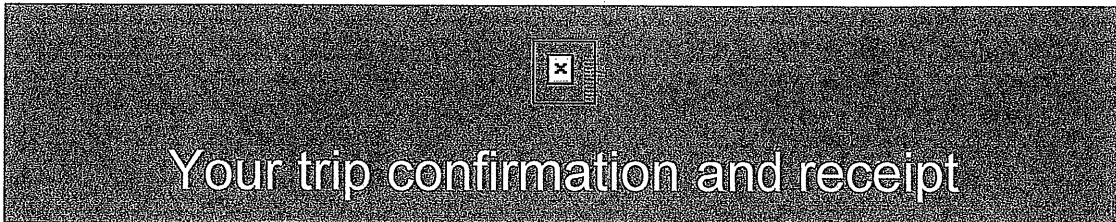
Smith, Gia

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



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

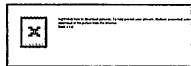
ADDITIONAL FARE COLLECTION

\$ 3.20

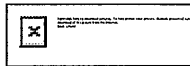
TICKET CHANGE

\$ 800.00

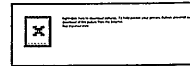
↳ \$200.00 ticket change per person (4 persons)



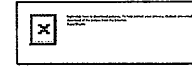
Book a car



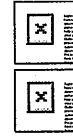
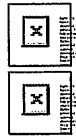
Book a hotel



Buy trip insurance



SuperShuttle



[Contact us](#) | [Privacy policy](#)

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.



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

Reservation Name
MIA/PAP

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

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 x \$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


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.