

Goggle, Inc

1600 Coliseum Road
Hill View, CA 12345
(123) 456-7890

Expense Report

01/14/2019 - 01/20/2019

Name Peter Python	Employee ID #111111	Department Ministry of Silly Walks
Manager Eric Praline	Purpose Cheese Exhibition	

Date	Category	Description	Notes	Amount
1/14	Flight	Flight #123		\$300.00
1/14	Hotel	Fawlty Towers		\$250.00

\$550.00

Signature

Date