Alaska House of Representatives

Rep. Neal Foster, Co-Chair P.O. Box 1630 Nome, Alaska 99762

Phone: (907) 443-5036 Fax: (907) 443-2162



During the Legislative Session Alaska State Capitol, Room 434 Juneau, Alaska 99801

Phone: (907) 465-3789 Fax: (907) 465-3242

House Special Committee Military and Veterans Affairs

MEMORANDUM

Date: 11/21/12

To: Rep. Mike Hawker Legislative Council Chair

From: Rep. Neal Foster

RE: Travel Reimbursement

Chairman Hawker,

I ask legislative council to approve my travel reimbursement for the Council of State Government – West conference that occurred between 7-29-13 and 8-3-13. My staff thought he had faxed in the requisite forms on time but those forms were not received by Accounting. All of the necessary forms and receipts are now in possession of Accounting.

Thank you

District 39: Alatna, Alcan Border, Allakaket City, Arctic Village, Beaver, Bettles City, Birch Creek, Brevig Mission City, Central, Chalkyitsik, Chicken, Chisana, Chistochina, Chitina, Circle, Coldfoot, Copper Center, Diomede City, Dot Lake, Dot Lake Villages, Dry Creek, Eagle City, Eagle Village, Elim City, Evansville, Fort Yukon City, Gakona, Galena City, Gambell City, Golovin City, Gulkana, Healy Lake, Hughes City, Huslia City, Kaltag City, Kenny Lake, Koyuk City, Koyukuk City, Livengood, McCarthy, Mentasta Lake, Nabesna, New Allakaket, Nome City, Northway, Northway Junction, Northway Village, Nulato City, Paxson, Port Clarence, Rampart, Savoonga City, Shaktoolik City, Shishmaref City, Silver Springs, Slana, St. Michael City, Stebbins City, Stevens Village, Tanacross, Tazlina, Teller City, Tetlin, Tok, Unalakleet City, Venetie, Wales City, White Mountain City and Wiseman.

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Return Form t	o: Brandi Billings, I	.AA, State Ca	<mark>۔</mark> ، . apitol, Rm 3	luneau, Alaska S	99801-1182 (9	907) 465-6625 oi	Fax (907) 4	65-1772
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4. Mileage:	miles at Federa	al Rate.	From:	<u>.</u>	To:			
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Neal Foster		-	 .				Total	1010.01
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				;	Legislativ	e Affairs Ag	ency	
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Alaska State Legislature

State Capitol Room 102 Juneau, Alaska 99801-1182 (907) 465-2689 Fax: (907) 465-3472 1-800-665-2689



270 W Pioneer Ave. Suite B Homer, Alaska 99603 (907) 235-2921 Fax: (907) 235-4008 1-800-665-2689

REPRESENTATIVE PAUL SEATON HOUSE DISTRICT 30

From: Representative Paul Seaton

To: Legislative Council Chairman, Representative Mike Hawker

Yall

Date: December 3, 2013

RE: Late Travel Reimbursement Request

Attached to this memorandum are travel reimbursement forms for two separate meetings that I attended in August of 2013. One is for an Alaska Board of Forestry meeting in Soldotna on August 12th 2013 and another is for a Kenai Peninsula College Ribbon Cutting ceremony in Soldotna on August 15th 2013. My staff did not submit these reimbursement forms during the 60-day period after the travel due to human error. I am submitting a request for reimbursement at this point. Thank you for your consideration of this request.

Purpose of Travel: <u>Kendi Penir</u>	verula College	ribbon cuo	thing	egislative Affairs / Travel Claim - 02	
Travel Advance Requested:		Please attach	boarding pas Accountin		
Return Form to: Shannen O'Br	ien , LAA , State Capitol	, Rm 3, Juneau, Alaska	99801-1182 (907) 4	65-6625 or Fax (907	7) 465-1772
ITINERARY				· ·	
List each date in travel status conference fee. Meai allowances		-		· · ·	gistration or
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Home	e Station	Date / 1.5			
(Meals are prorated daily, and are d	-			TOTAL	
	ing shortest time trip cou	-			
2. Attach lodging receipts or chec		•	receipt.		
3. Check box if you wish to claim	meat per diem only (r	io lodging expense in	curred).		
4. Check box if you wish to claim	airfare and/or surface	travel expenses only	(no lodging or meal	per diem).	
FINAL TRAVEL COSTS		· · · · · · · · · · · · · · · · · · ·			ACCOUNTING
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3. Taxi, Parking, Car Rental, Rental don't require a receipt but must be itemiz		be itemized and receip	ts attached. (Items less	than \$15	
4. Mileage:miles at Fe		Homerto:	Bldoma		8475
5. Business phone calls (attach item	ized hotel bill showing pl	none charges). <u>Calls to</u> Mall or Pouch Check to:		be initialed.	
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Name of Traveler (please print)	Date			Total	
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Purpose Que (O Chata ()	Legislative Affairs Agency
of Travel: Board of Robo Forestry r	<u>NFq</u>
11.1175-05-0.586	Clegislative Affairs Agency
Travel Advance Requested: YES NO 12 Plea	se attach boarding passes & return to LAA Accounting.
Return Form to: Shannen O'Brien, LAA, State Capitol, Rm 3,	Juneau, Alaska 99801-1182 (907) 465-6625 or Fax (907) 465-1772
ITINERARY	
conference fee. Meal allowances should not be claimed if you	ed. Indicate which meals were included with your registration or consumed a meal included in the fee.
1. On $2/12/13$ I (will travel) (traveled) from:	
at: <u>7:00</u> AMPM (Indicate time on	official business)
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4. Mileage: 168 miles at Federal Rate. From: H	mer To: Kenai
4. Mileage: 108 miles at Federal Rate. From: 111	
5. Business phone calls (attach itemized hotel bill showing phone ch	1.1. 医结核 的复数形式 化合成
Paul Spater 164-13 Mail or	Pouch Check to:
Name of Traveler/please print) / Date	Total 949a
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Vary K Alaton	
Signature of Traveler Claimant certifies by signing the Travel Claim that the facts	
contained on this form and supporting documents are correct	<u> </u>
Signat	ure of Authorizer Final Pmrs 111 - 12

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ALASKA STATE LEGISLATURE

Representative Jonathan Kreiss-Tomkins

House District 34

rep.jonathan.kreiss-tomkins@akleg.gov

Committees: Transportation Fisheries State Affairs



Juneau, Alaska 99801-1182

Interim: (907) 747-4665 Session: (907) 465-3732 Fax: (907) 465-2652

December 17, 2013

To: Representative Mike Hawker, Chair, Legislative Council

Re: Travel Reimbursement for Constituent Outreach Trip to Kake on October 1-5, 2013

Chair Hawker, and members of the Legislative Council --

I write hoping to excuse the late submission of a travel claims reimbursement form. In early October I traveled to Kake to meet with community leaders. My office submitted the reimbursement form to Legislative Affairs just a few days past the close of the 60-day submission window.

The tail end of that trip required a few last-minute travel changes, including buying a seaplane flight with cash on-site. In the midst of those changes, I neglected to gather the necessary receipts.

Working full-tilt during the interim on a range of legislative projects, my office -- my aide Tully McLoughlin and I -- started looking for the receipts some time after the completion of the trip, and ended up needing to double back to the companies for copies. That explains the delay.

Thank you for your consideration. Please feel free to contact me with questions.

Representative Jonathan Kreiss-Tomkins

DEC 1 1 2013

Purpose of Travel: Constituent outrea	ch						
Travel Advance Requested:	YES	NO 🗹	Please atta		ng passe ounting		n to LAA
Return Form to: Shannen O	'Brien I AA	State Canito	l I Bm 3 Juneau Ala				7) 485-1772
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