

New Berlin C.U.S.D. #16

PROFESSIONAL WORKSHOP PAYMENT REQUEST FORM

Employee Name: Chris Gordon Date Requested: 11/25/2024
 Name of Workshop: Triple I Conference Date(s) Attending: 11/20-11/24
 Location of Workshop: Chicago Reason to Attend: Board PD

Estimated Expenses:	Total Amount	School Credit Card?
Registration:	\$ -	N/A
Miles @ \$ 0.655	\$ -	N/A
Food:	\$ -	N/A
Lodging:	\$ -	N/A
Tuition Reimburse	\$ -	N/A
Other:	\$ -	N/A
Total Est. Expenses:	\$ -	
Total Requested Charge:	\$ -	A

Final Expenses:	Total Amount	School Credit Card?
Registration:	\$ -	N/A
370 Miles @ \$ 0.670	\$ 247.90	N/A
Food:	\$ 94.00	N/A
Lodging:	\$ -	N/A
Tuition Reimburse	\$ -	N/A
Other:	\$ -	N/A
Total Final Expenses:	\$ 341.90	
Total Requested Reimb:	\$ 341.90	

Are expenses to be shared with another Faculty member? (Final Expenses only) Yes No

If yes, please include additional faculty name(s): _____

Please select expenses to be shared: Mileage Lodging Other _____

Pre-Approval: _____
 Supervisor Signature / Date

Chris Gordon 11/25/24
 Employee Signature / Date

Funds Available? _____
 Yes / No (A/P Initial/Date)

Final Approval: _____
 Supervisor Signature / Date

Dollar Amount Available: * _____
 * (If not enough to cover above request)

For Accounting Use Only:

Actual VISA Charges:			Reimb. Charge to:			Check # & Date
Payee:	Purpose	Amount	#	Amount		
			NBE Budget - #103-2213-3320			
			JH Budget - #202-2213-3320			
			HS Budget - #305-2213-3320			
			Pre-K Budget - #500-1125-3320			
			Pre-K PD - #500-2213-3320			
			Title I Budget - #000-1250-3900			
			Other - _____			
	Total:					
	Date Paid:					
	Budget #:					

YARDBIRD

Thank you
for joining us!

LOVE YOUR
EXPERIENCE?
SCAN HERE
TO SHARE MORE:



Yardbird Chicago
530 N Wabash Avenue
Chicago, IL 60611

Server: Ty T
Check #7007 Table 44
Seats 1, 2
Ordered: 11/23/24 11:28 AM

Hot Tea	\$6.00
Deviled Eggs - Jumbo Colossal Crab	\$15.00
Iceberg Chopped Cobb Brunch	\$17.00
Southern Peach	\$15.00
Louisiana Jumbo Shrimp & Grits Brunch	\$31.00
\$Add Cheddar	
Classic Buttermilk Biscuits	\$14.00

Subtotal	\$98.00
Tax	\$11.50
Total	\$109.50

TIP 49.00
54.00

Suggested Tip:

20%: (Tip \$19.60 Total \$129.10)

22%: (Tip \$21.56 Total \$131.06)

24%: (Tip \$23.52 Total \$133.02)

Tip percentages are based on the check
price before taxes.

For a personalized response, please
contact our General Manager, Izzy, at
mlazaro@runchickenrun.com



Bottleneck Management
225 N Michigan Ave
Chicago, IL 60601

Server: Carolina R

Check #80

Table 32

Guest Count: 5

Seats 1, 2

Ordered:

11/22/24 12:31 PM

1 DRAFT Miller - Miller Lite	\$0.00
20oz - \$9.99	\$9.99
1 Bac/Ched Burger	\$19.49
1 Water	\$0.00
1 Cobb Salad	\$18.99
1 Cheese Curds	\$12.99

Subtotal	\$61.46
Tax	\$7.21
Total	\$68.67

Tip + 6.52
40.00

If you use a credit card, we will charge an additional 3% (\$1.84) to help offset processing costs. This amount is not more than what we pay in fees. Sales tax also applies.

Suggested Tip:

18%: (Tip \$12.36 Total \$81.03)

20%: (Tip \$13.73 Total \$82.40)

22%: (Tip \$15.11 Total \$83.78)

Tip percentages are based on the check price after taxes.

The 3% credit card convenience fee is waived for payments made with cash or debit card.