Global Direct CPG Ltd

Oversea Travel Expenses Reimbursement Form

Name:	Daisy Lu					Date: 5-Oct-24			
Period:	From	16-Sep-24	То	15-Oct-24					
Purpose:	Telephor	ne Charge			•				
•									
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Fill in dates and places at the head of each column, and the amount spent below. ATTACH ALL RECEIPTS									
	Date >	Sep. 16 - Oct. 15							
EXPENSE	Place >								
Airfare									
Airport tax									
Trainfare									
Car rental	(Taxi)								
Parking	, , , , , ,		·						
Tolls									
Gasoline									
Breakfast									
Lunch									
Dinner									
Drink			· · · · · · · · · · · · · · · · · · ·						
Hotel									
Subway	(MTR)								
Bus		(for Sep. 16 - Oc	t. 15 Telephone)						
Telephone		RMB100.0							
Totophono		7111270010							
									
-	ub total :	PMR100.0			<u> </u>				
Sub-total: RMB100.0					 	 == (UI/¢)	\$11°	· ^^	
Page 1 ~ Sub Total: RMB100.0						1.00			
				Less advance (HK\$) :			****		
					Due to company (HK\$) :				
Exchange Rate: HKD 1 = RMB0.90					Due to staff (HK\$) :				
RMB	100	/ 0.90 =	H <u>KD111.00</u>		part of Chec	k# 006733			
Signed: Daisy Lu			Date: 5-Oct-24						
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Anneavad b						Date :			
Approved by: Management			•	⊿ α(0 ,			•		
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Global Direct CPG Ltd Travel Expenses Invoice

Telephone charge: RMB100 Cfrm 16-Sep-2014 to 15-Oct-2024)