Global Direct CPG Ltd

Oversea Travel Expenses Reimbursement Form

Name:	Wu Kit M	lan				Date :	25-十二月-2	<u>2</u> 4	
Period:	From	07-Dec-24	to	12-Dec-24	Place:	Jingjiang			
Purpose:	Kitman /	Ikki / Julia to Ji	ingjiang Offi	ice					
-									
Fill in dates a	and places	at the head of	each colum	n, and the am	ount spent l	pelow. ATT/	ACH ALL RE	CEIPTS	
EXPENSE	Date > Place >	十二月.7	十二月.8	十二月.9	十二月. 10	十二月. 12	十二月. 12		
***	Flace /						 		
Airfare		HK\$795.00				HK\$715.00	 		
Airport tax									
Trainfare Car rental	/Tavi)	HK\$302.00					 		
Car rental Parking	(Taxi)	ΗΚΦ3υΖ.υυ					1		
Tolls							 		
Gasoline			, 						
Breakfast			i						
Lunch									
Dinner			i		1				
Drink									
Hotel			CNY 702.74	HK\$566.03	CNY 361.08		CNY 820.44		1
Telephone	(IDD)								
- Subway	(MTR)								
Bus									
Car Parking									
Sı	ub-total :	HK\$1,097.00	CNY 702.74	HK\$566.03	CNY 361.08	HK\$715.00	CNY 820.44		
					Total expe	nse (HK\$) :		HK\$4,449	3.00
					Less adva	nce (HK\$) :	,		
Exchange R	Rate :	HK\$100/	CNY 91.00		Due to company (HK\$) :				
		-			Due to staf	ff (HK\$) :		HKD 4,44	19.00
				•	·				
Signed :						Date			
Sign e u .	•				1	Date			
Approved b						Date			
	•	Management				!	adı	min/from01/Jul06	3

Trip.com Group[®]

Trip.com 訂單編號: 1359033251761425 付款日期: 2024年12月8日 (UTC+8)

電子收據

	客人資料	
住客姓名		WU KITMAN
電郵		ki****nw@globaldirectcpg.com

	訂單詳情	
酒店		寧波華僑温德姆至尊豪廷大酒店
入住日期		2024年12月8日
退房日期		2024年12月9日
房間數量		1

價格詳情	金額
總額	HKD566.03
付款總額 (MasterCard (信用卡)****8969)	HKD566.03

此收據為自動建立。

Ctrip.com (Hong Kong) Limited 持有香港旅行代理商牌照編號 352367

Home2 Suites by Hilton Jingjiang Binjiang New Town

INFORMATION INVOICE

结账单

Guest Name/宾客姓名 邹杰文

CRS No./中央预订号

00130816050101

Share/同住人

Res.No./预订单号

R01001250000017024

Room No./房间号码

1709

Bill No./账单号

B01001250000021366

Arrival Time/到店时间

2024/12/6 8:05:46

Operator/操作员

HT125028

Departure Time/离店时间

2024/12/8 12:00:00

Print Time/打印时间

2024/12/8 8:56:11

Company/公司

8

Agent/中介旅行社

希尔顿官网&

Date/日期	Description/项目	Reference/备注	Room No/房号	Debit/消费	Credit/付款
2024/12/06	房费-含税		1709	361.08	
2024/12/07	微信支付		1709		13.00
2024/12/07	心选小铺	合味道*1听装可乐*1	1709	13.00	
2024/12/07	房费-含税		1709	341.66	
#*************************************				¥715.74	¥13.00
			Balance/全额·		V70274

Balance/余颜:

¥702.74

agree that my liability for this bill is not waived and agree to be held personally liable in the event that the indicated person, company, or association fails to pay for any part of the full amount of these charges.

本人同意对上述的款项承担个人责任、并在有关人士、公司或团体不能支付此账单款项的情况下,承担以上费用。

By paying with a credit card not issued in China, your bank may convert the total amount paid in China into your home-currency. This conversion is or may be subject to constant fluctuation between RMB and home currency; the hotel has no control over these conversions.

如用中国境外发卡的信用卡支付,发卡行可能会将支付金额直接转换为发卡行所在国货币,转换之汇率将取决于银行之实时汇率,不在本酒店控制范围内。

Breakfast and membership card will not be returned once sold. The total amount includes tax and service charge.

早餐及会员卡一经出售概不退换。总金额已含税和服务费。

Guest Signature/宾客签名

Home2 Suites by Hilton Jingjiang Binjiang New Town

INFORMATION INVOICE

生脈 由

Guest Name/宾客姓名 邬杰文 CRS No./中央预订号 00131164430101

Share/同住人 Res.No./预订单号 R01001250000017288

Room No./房间号码 1006 Bill No./账单号 B01001250000021699

Arrival Time/到店时间 2024/12/9 23:09:01 Operator/操作员 HT125009

Departure Time/离店时间 2024/12/10 10:51:00 Print Time/打印时间 2024/12/12 13:05:25

Date/日期 Description/项目 Reference/备注 Room No/房号 Debit/消费 Credit/付款 2024/12/09 银联卡POS 1006 361.08 2024/12/09 房费-含税 1006 361.08 ¥361.08 ¥361.08

Agent/中介旅行社

Balance/余颜:

希尔顿官网&

¥0.00

l agree that my liability for this bill is not waived and agree to be held personally liable in the event that the indicated person, company, or association fails to pay for any part of the full amount of these charges.

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8

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Company/公司

Guest Signature/宾客签名

Home2 Suites by Hilton Jingjiang Binjiang New Town

INFORMATION INVOICE

结账单

Guest Name/宾客姓名

郭杰文

CRS No./中央预订号

00131206180101

Share/同住人

Res.No./预订单号

R01001250000017310

Room No./房间号码

1006

Bill No./账单号

B01001250000021725

Arrival Time/到店时间

2024/12/10 10:51:48

Operator/操作员

HT125009

Departure Time/离店时间

2024/12/12 14:00:00

Print Time/打印时间

2024/12/12 13:04:30

Company/公司

8

Agent/中介旅行社

希尔顿官网&

Credit/付款	Debit/消费	Room No/房号	Reference/备注	Description/项目	Date/日期
820.44		1006		银联卡POS	2024/12/10
	410.22	1006		房费-含税	2024/12/10
	410.22	1006		房费-含税	2024/12/11
¥820.44	¥820.44				
¥0.00		Balance/余额:			

l agree that my liability for this bill is not waived and agree to be held personally liable in the event that the indicated person, company, or association fails to pay for any part of the full amount of these charges.

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如用中国境外发卡的信用卡支付,发卡行可能会将支付金额直接转换为发卡行所在国货币,转换之汇率将取决于银行之实时汇率,不在本酒店控制范围内。

Breakfast and membership card will not be returned once sold. The total amount includes tax and service charge.

早餐及会员卡一经出售概不退换。总金额已含税和服务费。

Guest Signature/宾客签名

Trip.com

訂單編號 36913126579

預訂日期:2024年12月6日17:51(GMT+8)

收據

	聯絡資料	
公司名稱		Global Direct CPG Ltd
電郵		ki***nw@globaldirectcpg.com

	乘客及機票編號	
WU KITMAN		479-3570032904

	機票	
香港 - 南通	2024年12月7日	經濟艙
深圳航空 ZH9086		

價格概覽	金額
票價	HK\$427.00
稅項	HK\$368.00
總額 (MasterCard(信用卡) 552343***69)	HK\$795.00

此收據為自動建立。

Ctrip.com (Hong Kong) Limited持有香港旅行代理商牌照編號 352367

Trip.com

Booking No. 36913126579

Date of Booking: 17:51, December 6, 2024 (GMT+8)

Receipt

	Contact Info
Company name	Global Direct CPG Ltd
Email	ki***nw@globaldirectcpg.com

Passengers & Ticket Numbers	
KITMAN WU	479-3570032904

	Flights	
Hong Kong - Nantong	December 7, 2024	Economy class
Shenzhen Airlines ZH9086		

Price Summary	Amount
Fare	HK\$427.00
Taxes & Fees	HK\$368.00
Total (MasterCard (credit) 552343***69)	HK\$795.00

This receipt is automatically generated.

Ctrip.com (Hong Kong) Limited, HK Travel Agent Licence number 352367

Trip.com

訂單編號 1359033388614963

預訂日期:2024年12月11日17:32(GMT+8)

收據

	聯絡資料	
公司名稱		Global Direct CPG Ltd
電郵		ki***nw@globaldirectcpg.com

	乘客及機票編號	
WU KITMAN		160-3570080563

	機票	
上海 - 香港	2024年12月12日	經濟艙
國泰航空 CX327		

價格概覽	金額
票價	HK\$473.00
稅項	HK\$242.00
總額 (MasterCard(信用卡) 552343***69)	HK\$715.00

此收據為自動建立。

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Trip.com

Booking No. 1359033388614963

Date of Booking: 17:32, December 11, 2024 (GMT+8)

Receipt

	Contact Info
Company name	Global Direct CPG Ltd
Email	ki***nw@globaldirectcpg.com

Passengers & Ticket Numbers	
KITMAN WU	160-3570080563

	Flights	
Shanghai - Hong Kong	December 12, 2024	Economy class
Cathay Pacific CX327		

Price Summary	Amount
Fare Taxes & Fees	HK\$473.00 HK\$242.00
Total (MasterCard (credit) 552343***69)	HK\$715.00

This receipt is automatically generated.

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