

<b>OFFICE USE</b>	CV NO:
	CLAIM NO:

**STAFF NAME:** HARRY JOININ

**DATE:** 4/3/2021

**JOB DETAILS:** FERRY PMB

**DESIGNATION:** LAE

DATE	NO	PARTICULARS	FLIGHT TIX	PARKING	PETROL	TOLL (SMART TAG/T&G)	SUB.ALLW/TR AV.ALL	HOTEL	MILEAGE (KM)	@RM0.65 (car) @RM0.40 (motor)	MEDICAL	OTHERS	TOTAL	
27/2/2021	1	BP DIAGNOSTIC (4 PAX SWAB TEST)									1,080.00		1,080.00	
	2	HILTON, KK (5 PAX, 3 DAYS / 2 NIGHTS) M2U REF: 013278838M						2,250.00					2,250.00	
28/2/2021	1	HILTON, KK (1 PAX, 2 DAYS / 1 NIGHT )						225.00					225.00	
	2	ICARE RX									48.00		48.00	
1/3/2021	1	RESTORAN MUARA, MIRI (LUNCH)										119.05	119.05	
	2	ABC SEAFOOD, KUCHING (DINNER)										344.00	344.00	
	3	MERDEKA PALACE, KUCHING (6 PAX, 2 DAYS / 1 NIGHT) VISA CREDIT CARD *****9589						710.34					710.34	
2/3/2021	1	MERDEKA PALACE, KUCHING (BREAKFAST)										90.00	90.00	
	2	DINNER, JB M2U REF: 072483471M										150.00	150.00	
3/3/2021	1	KAK TON KAFE, JB										90.00	90.00	
	2	HOLIDAY VILLA, JB (6 PAX, 2 DAYS / 1 NIGHT)						1,200.00					1,200.00	
	3	AGODA (ARA DAMANSARA OASIS, 2 PAX, 2 DAYS/ 1 NIGHT)						203.17					203.17	
	4	EXTEND ARA DAMANSARA OASIS (2 PAX, 2 DAYS/ 1 NIGHT) M2U REF 094617310M						125.00					125.00	
<b>BANK ACCOUNT NUMBER:</b>											<b>110144042089 MAYBANK</b>			
											<b>SUB-TOTAL</b>		6,634.56	
											<b>ADVANCED</b>		8,000.00	
											<b>TOTAL TO BE PAID</b>		<b>1,365.44</b>	

<b>CLAIM BY:</b>	<b>CHECKED BY:</b>	<b>APPROVAL BY:</b>	<b>RECEIVED BY:</b>
_____	_____	_____	_____
Date :	Date :	Date :	Date :

<b>ADMINISTRATIVE USE ONLY</b>		
ACKNOWLEDGE BY:		
DATE:		
SCAN	YES	NO

<b>FINANCE USE ONLY</b>		
RELEASE DATE:		
REFUND	YES	NO
REFUND TO	COMPANY	STAFF