Report and Reconciliation Training

Presented by:

American Express & CALTravelStore

January 20, 2011

Introductions

- Doug Browne, American Express
- David Fitzpatrick, TravelStore
- Trudy Flores, TravelStore
- Anthony LaMarca, CALTravelStore

Agenda

- American Express
  - Online Statements
  - American Express Contact Information
  - Components of Reconciliation
- CALtravelstore
  - Travel Agency Fee Billing Process
- TravelStore
  - iBank Demonstration
- Q & A

American Express Statements

- Online BTA Statement
- 30 Day Payment Cycle
- Payment Process
- Posting Suggestions

AMERICAN EXPRESS CONTACTS

- **@WORK HELP DESK – (800) 238-8087 Option 2**
  - Enroll in @Work – Create a profile, user ID and Password
  - Forgot Password
  - Training on @Work functions

- **AMERICAN EXPRESS INFORMATION SERVICES REPORTING – (800) 542-0995 option #1, #1**
  - Request new reports
  - Delete Reports
  - Reporting inquires
  - Report training

- **CARDMEMBER SERVICES: CARDHOLDER DIRECT LINE (800) 528-2122**

- **STATE OF CALIFORNIA BTA HELP DESK – (800) 492-1477 option #2**
  - Maintenance on account (cancellations, new cards, address changes, etc.)
  - Billing inquiries
  - Request new supplemental account number

- **GOV'T CARD PROGRAM COORDINATOR TEAM SERVICING – (888) 888-9634**
  - Maintenance on account (cancellations, new cards, address changes, etc.)
  - Billing inquiries
  - Request new supplemental account number

- **PROGRAM COORDINATOR RESOURCE CONSULTANTS**
  PROGRAM COORDINATOR: TRAINING REGISTRATION CONTRACT QUESTIONS

  - Phoenix Dedicated Account Development (888) 888-9634
  - Doug Browne, Manager of Account Development: **doug.browne@aexp.com** (877) 462-7956
  - Shawn Campbell, Dedicated Hotel Consultant: **shawn.t.campbell@aexp.com** (877) 302-4413

Components of Credit Card Reconciliation Process

1. Ticketing Fees
2. SWABIZ
3. Enterprise Direct Invoicing
4. Cliqbook & Agent Assisted Bookings via CALTravelStore

AMERICAN EXPRESS BUSINESS TRAVEL ACCOUNT

[redacted]

Statement Date: 12/25/2010
Account Number: [redacted]

Account Summary

Previous Balance ($)	Payments (-) ($)	Other Credits (-) ($)	New Charges (+) ($)	Other Debits (+) ($)	New Account Balance ($)
123,017.48	(123,077.48)	(3,619.40)	53,740.26	0.00	**50,060.86**

Your payment is due in full.
Please Pay By 01/09/2011

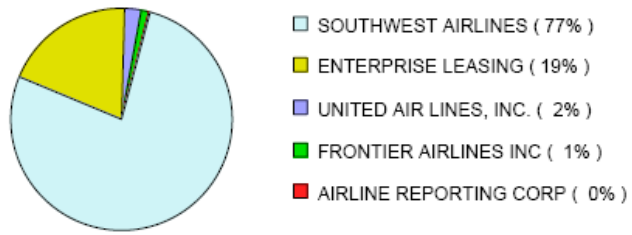
Remittance Slip on the Last Page

Activity by Top 5 Vendors*

Vendors		Total Charges ($)
1	SOUTHWEST AIRLINES	38,642.50
2	ENTERPRISE LEASING	9,612.56
3	UNITED AIR LINES, INC.	1,211.00
4	FRONTIER AIRLINES INC	549.80
5	AIRLINE REPORTING CORP	105.00
TOTAL		**50,120.86**

*Only vendors with net activity greater than $0.00 for the given billing period will be displayed.

Activity by Top 5 Vendors*



BTA Statement Contains

Account History	2
Supplemental Account(s) Summary	3
Transaction Details	4
Terms and Conditions	20
Remittance Slip	22

AMERICAN EXPRESS BUSINESS TRAVEL ACCOUNT

[redacted]

Statement Date: 12/25/2010
Account Number: [redacted]

Supplemental Account(s) Summary

Account Number	Account Description	Number of Transactions	New Charges + Other Debits	+ Other Credits	Net Total Charges
[redacted]	CAR	1	9,612.56	0.00	**9,612.56**
[redacted]	HOTEL	152	44,127.70	(3,619.40)	**40,508.30**

Please reference Account Summary section for account balance

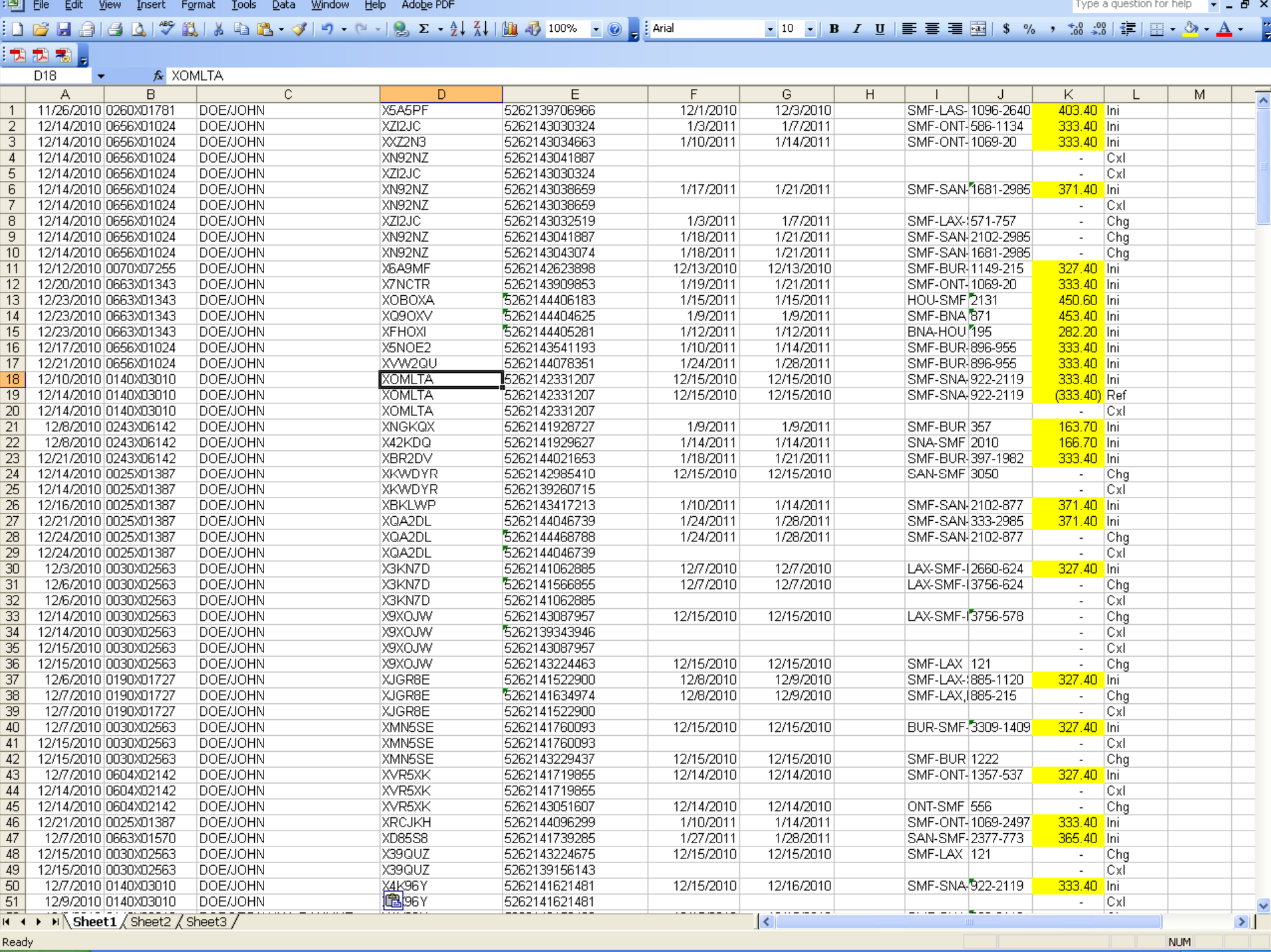
For assistance or questions about your account, contact American Express Customer Service at 1-800-492-1477

AMERICAN EXPRESS BUSINESS TRAVEL ACCOUNT

Airline Transaction Details (Domestic Charges)

Transaction Description					Transaction Travel Data	Transaction Amount
Supplier Name	Traveler Name	Ticket Number	Issue Date Departure Date	Routing Info	Travel Data	Billed Total Amount ($)
SOUTHWEST AIRLINES SACRAMENTO CA	[redacted]	5262141032333	12/07/2010 N/A			(327.40)
SOUTHWEST AIRLINES SACRAMENTO CA	[redacted]	5262143008545	12/14/2010 02/16/2011	SAC LAX SAC		327.40
SOUTHWEST AIRLINES SACRAMENTO CA	[redacted]	5262143207403	12/15/2010 02/01/2011	SAC BUR SAC		333.40
SOUTHWEST AIRLINES SACRAMENTO CA	[redacted]	5262143204314	12/15/2010 12/16/2010	SAC SNA		3.00
SOUTHWEST AIRLINES SACRAMENTO CA	[redacted]	5262140955020	12/03/2010 12/07/2010	SAC LAX		163.70
SOUTHWEST AIRLINES SACRAMENTO CA	[redacted]	5262140838470	12/02/2010 01/13/2011	SAC BUR SAC		327.40
SOUTHWEST AIRLINES SACRAMENTO CA	[redacted]	5262140838470	12/03/2010 N/A			(327.40)
SOUTHWEST AIRLINES SACRAMENTO CA	[redacted]	5262140984870	12/03/2010 01/13/2011	BUR SAC BUR		327.40
					Total	40,403.30

Total Airline Transaction Amount **$40,403.30**



	A	B	C	D	E	F	G	H	I	J	K	L	M
1	11/26/2010	0260X01781	DOE/JOHN	X5A5PF	5262139706966	12/1/2010	12/3/2010		SMF-LAS-	1096-2640	403.40	Ini	
2	12/14/2010	0656X01024	DOE/JOHN	XZI2JC	5262143030324	1/3/2011	1/7/2011		SMF-ONT-	586-1134	333.40	Ini	
3	12/14/2010	0656X01024	DOE/JOHN	XXZ2N3	5262143034663	1/10/2011	1/14/2011		SMF-ONT-	1069-20	333.40	Ini	
4	12/14/2010	0656X01024	DOE/JOHN	XN92NZ	5262143041887						-	Cxl	
5	12/14/2010	0656X01024	DOE/JOHN	XZI2JC	5262143030324						-	Cxl	
6	12/14/2010	0656X01024	DOE/JOHN	XN92NZ	5262143038659	1/17/2011	1/21/2011		SMF-SAN-	1681-2985	371.40	Ini	
7	12/14/2010	0656X01024	DOE/JOHN	XN92NZ	5262143038659						-	Cxl	
8	12/14/2010	0656X01024	DOE/JOHN	XZI2JC	5262143032519	1/3/2011	1/7/2011		SMF-LAX-	571-757	-	Chg	
9	12/14/2010	0656X01024	DOE/JOHN	XN92NZ	5262143041887	1/18/2011	1/21/2011		SMF-SAN-	2102-2985	-	Chg	
10	12/14/2010	0656X01024	DOE/JOHN	XN92NZ	5262143043074	1/18/2011	1/21/2011		SMF-SAN-	1681-2985	-	Chg	
11	12/12/2010	0070X07255	DOE/JOHN	X6A9MF	5262142623898	12/13/2010	12/13/2010		SMF-BUR-	1149-215	327.40	Ini	
12	12/20/2010	0663X01343	DOE/JOHN	X7NCTR	5262143909853	1/19/2011	1/21/2011		SMF-ONT-	1069-20	333.40	Ini	
13	12/23/2010	0663X01343	DOE/JOHN	XOBOXA	5262144406183	1/15/2011	1/15/2011		HOU-SMF	2131	450.60	Ini	
14	12/23/2010	0663X01343	DOE/JOHN	XQ9OXV	5262144404625	1/9/2011	1/9/2011		SMF-BNA	871	453.40	Ini	
15	12/23/2010	0663X01343	DOE/JOHN	XFHOXI	5262144405281	1/12/2011	1/12/2011		BNA-HOU	195	282.20	Ini	
16	12/17/2010	0656X01024	DOE/JOHN	X5NOE2	5262143541193	1/10/2011	1/14/2011		SMF-BUR-	896-955	333.40	Ini	
17	12/21/2010	0656X01024	DOE/JOHN	XVW2QU	5262144078351	1/24/2011	1/28/2011		SMF-BUR-	896-955	333.40	Ini	
18	12/10/2010	0140X03010	DOE/JOHN	XOMLTA	5262142331207	12/15/2010	12/15/2010		SMF-SNA-	922-2119	333.40	Ini	
19	12/14/2010	0140X03010	DOE/JOHN	XOMLTA	5262142331207	12/15/2010	12/15/2010		SMF-SNA-	922-2119	(333.40)	Ref	
20	12/14/2010	0140X03010	DOE/JOHN	XOMLTA	5262142331207						-	Cxl	
21	12/8/2010	0243X06142	DOE/JOHN	XNGKQX	5262141928727	1/9/2011	1/9/2011		SMF-BUR	357	163.70	Ini	
22	12/8/2010	0243X06142	DOE/JOHN	X42KDQ	5262141929627	1/14/2011	1/14/2011		SNA-SMF	2010	166.70	Ini	
23	12/21/2010	0243X06142	DOE/JOHN	XBR2DV	5262144021653	1/18/2011	1/21/2011		SMF-BUR-	397-1982	333.40	Ini	
24	12/14/2010	0025X01387	DOE/JOHN	XKWDYR	5262142985410	12/15/2010	12/15/2010		SAN-SMF	3050	-	Chg	
25	12/14/2010	0025X01387	DOE/JOHN	XKWDYR	5262139260715						-	Cxl	
26	12/16/2010	0025X01387	DOE/JOHN	XBKLWP	5262143417213	1/10/2011	1/14/2011		SMF-SAN-	2102-877	371.40	Ini	
27	12/21/2010	0025X01387	DOE/JOHN	XQA2DL	5262144046739	1/24/2011	1/28/2011		SMF-SAN-	333-2985	371.40	Ini	
28	12/24/2010	0025X01387	DOE/JOHN	XQA2DL	5262144468788	1/24/2011	1/28/2011		SMF-SAN-	2102-877	-	Chg	
29	12/24/2010	0025X01387	DOE/JOHN	XQA2DL	5262144046739						-	Cxl	
30	12/3/2010	0030X02563	DOE/JOHN	X3KN7D	5262141062885	12/7/2010	12/7/2010		LAX-SMF-I	2660-624	327.40	Ini	
31	12/6/2010	0030X02563	DOE/JOHN	X3KN7D	5262141566855	12/7/2010	12/7/2010		LAX-SMF-I	3756-624	-	Chg	
32	12/6/2010	0030X02563	DOE/JOHN	X3KN7D	5262141062885						-	Cxl	
33	12/14/2010	0030X02563	DOE/JOHN	X9XOJW	5262143087957	12/15/2010	12/15/2010		LAX-SMF-I	3756-578	-	Chg	
34	12/14/2010	0030X02563	DOE/JOHN	X9XOJW	5262139343946						-	Cxl	
35	12/15/2010	0030X02563	DOE/JOHN	X9XOJW	5262143087957						-	Cxl	
36	12/15/2010	0030X02563	DOE/JOHN	X9XOJW	5262143224463	12/15/2010	12/15/2010		SMF-LAX	121	-	Chg	
37	12/6/2010	0190X01727	DOE/JOHN	XJGR8E	5262141522900	12/8/2010	12/9/2010		SMF-LAX-	885-1120	327.40	Ini	
38	12/7/2010	0190X01727	DOE/JOHN	XJGR8E	5262141634974	12/8/2010	12/9/2010		SMF-LAX,	885-215	-	Chg	
39	12/7/2010	0190X01727	DOE/JOHN	XJGR8E	5262141522900						-	Cxl	
40	12/7/2010	0030X02563	DOE/JOHN	XMN5SE	5262141760093	12/15/2010	12/15/2010		BUR-SMF-	3309-1409	327.40	Ini	
41	12/15/2010	0030X02563	DOE/JOHN	XMN5SE	5262141760093						-	Cxl	
42	12/15/2010	0030X02563	DOE/JOHN	XMN5SE	5262143229437	12/15/2010	12/15/2010		SMF-BUR	1222	-	Chg	
43	12/7/2010	0604X02142	DOE/JOHN	XVR5XK	5262141719855	12/14/2010	12/14/2010		SMF-ONT-	1357-537	327.40	Ini	
44	12/14/2010	0604X02142	DOE/JOHN	XVR5XK	5262141719855						-	Cxl	
45	12/14/2010	0604X02142	DOE/JOHN	XVR5XK	5262143051607	12/14/2010	12/14/2010		ONT-SMF	556	-	Chg	
46	12/21/2010	0025X01387	DOE/JOHN	XRCJKH	5262144096299	1/10/2011	1/14/2011		SMF-ONT-	1069-2497	333.40	Ini	
47	12/7/2010	0663X01570	DOE/JOHN	XD85S8	5262141739285	1/27/2011	1/28/2011		SAN-SMF-	2377-773	365.40	Ini	
48	12/15/2010	0030X02563	DOE/JOHN	X39QUZ	5262143224675	12/15/2010	12/15/2010		SMF-LAX	121	-	Chg	
49	12/15/2010	0030X02563	DOE/JOHN	X39QUZ	5262139156143						-	Cxl	
50	12/7/2010	0140X03010	DOE/JOHN	X4K96Y	5262141621481	12/15/2010	12/16/2010		SMF-SNA-	922-2119	333.40	Ini	
51	12/9/2010	0140X03010	DOE/JOHN	96Y	5262141621481						-	Cxl	

AMERICAN EXPRESS BUSINESS TRAVEL ACCOUNT

Car Transaction Details (Domestic Charges)

Transaction Description					Transaction Amount
Supplier Name	Renter Name	Rental Agreement Number	Rental Pick up Date Drop off Date	Location Pick up Drop off	Billed Total Amount ($)
Transactions for [redacted]					
ENTERPRISE RENTACAR ROSEVILLE	DBCALIF	D001110	11/29/2010 11/29/2010	ROSEVILLE ROSEVILLE	9,612.56
				Total	9,612.56

Total Car Transaction Amount **$9,612.56**

Microsoft Excel - 015 Education 10 25-11 25 (2)

File Edit View Insert Format Tools Data Window Help Adobe PDF

D23 11/9/2010

Account Number:	XXXX-XXXXXX-XXXXX		
Department:	XXX		
Vendor:	Enterprise Rent-A-Car		
Period Ending:	November 30, 2010		

Invoice #	Renter Name	Rental City	Date Out	Date In	Car Class	Amt Charged	# of Days	Miles	Daily Rate	Weekly Rate	Time Chgs (Hour+ Rate)	Sales Tax	Fuel	Airport Related Fees & Taxes *	Less Amount Received	Res #	Requested Car Class
111956935-320M	JOHN DOE	SANTA ANA	11/08/2010	11/08/2010	ICAR	$41.78	1	18	$33.46		$33.46	$3.25		$5.07		969506006	
111956950-325N	JOHN DOE	BURBANK	11/08/2010	11/10/2010	ICAR	$106.43	2	268	$40.12		$96.98	$9.45				969256430	
111957261-320M	JOHN DOE	SANTA ANA	11/08/2010	11/10/2010	SCAR	$83.48	2	107	$33.46		$66.92	$6.51		$10.05		967899692	
111957590-30ES	JOHN DOE	SACRAMENTO	11/08/2010	11/10/2010	FGAR	$125.34	3	62	$33.46		$100.38	$9.76		$15.20		969536133	
111962498-320L	JOHN DOE	LOS ANGELES	11/08/2010	11/08/2010	ICAR	$44.03	1	38	$40.12		$40.12	$3.91				969494783	
111984381-320N	JOHN DOE	ONTARIO	11/09/2010	11/10/2010	ICAR	$87.26	2	77	$40.12		$80.24	$7.02				969253560	
111988568-320L	JOHN DOE	LOS ANGELES	11/09/2010	11/11/2010	ICAR	$106.43	2	64	$40.12		$96.98	$9.45				969415649	
112009936-320K	JOHN DOE	SANTA BARBARA	11/10/2010	11/10/2010	ICAR	$43.43	1	316	$40.12		$40.12	$3.31				969193433	
127593-2380	JOHN DOE	VALLEJO	11/02/2010	11/03/2010	ICAR	$72.96	2	226	$33.46		$66.92	$5.60		$0.44		R9SXT6	ICAR
287843-3004	JOHN DOE	AUBURN	10/18/2010	10/19/2010	ICAR	$36.39	1	54	$33.46		$33.46	$2.76		$0.17		606317	
374500-3003	JOHN DOE	SACRAMENTO	10/20/2010	10/20/2010	CCAR	$36.53	1	109	$33.46		$33.46	$2.93		$0.14		R9G9T7	ICAR
374701-3003	JOHN DOE	SACRAMENTO	10/25/2010	10/28/2010	SRAR	$147.45	3	310	$44.93		$134.79	$11.79		$0.87		R8XSBH	MVAR
374704-3003	JOHN DOE	SACRAMENTO	10/25/2010	10/29/2010	ICAR	$183.04	5	618	$33.46		$167.30	$14.64		$1.10		R9H7WN	ICAR
374736-3003	JOHN DOE	SACRAMENTO	10/25/2010	11/01/2010	ICAR	$219.87	7	297		$200.76	$200.76	$17.57		$1.54		R9KB2N	ICAR
374748-3003	JOHN DOE	SACRAMENTO	10/25/2010	10/27/2010	ICAR	$73.22	2	383	$33.46		$66.92	$5.86		$0.44		R9QPNH	ICAR
374749-3003	JOHN DOE	SACRAMENTO	10/25/2010	10/27/2010	ICAR	$73.22	2	277	$33.46		$66.92	$5.86		$0.44		R9QGJV	ICAR
374866-3003	JOHN DOE	SACRAMENTO	10/27/2010	10/29/2010	ICAR	$85.57	2	547	$33.46		$78.08	$6.83		$0.66		R9G2XP	ICAR
375074-3003	JOHN DOE	SACRAMENTO	11/01/2010	11/02/2010	SXAR	$36.68	1	414	$33.46		$33.46	$2.93		$0.29		R9Y68J	ICAR
375077-3003	JOHN DOE	SACRAMENTO	11/01/2010	11/04/2010	IFAR	$88.78	3	375	$40.79		$122.37	$10.71		$0.09	-$44.39	R9G92S	FCAR
375093-3003	JOHN DOE	SACRAMENTO	11/02/2010	11/03/2010	ICAR	$73.22	2	317	$33.46		$66.92	$5.86		$0.44		R9VRT0	ICAR
375161-3003	JOHN DOE	SACRAMENTO	11/03/2010	11/05/2010	SXAR	$85.95	2	431	$39.25		$78.50	$6.87		$0.58		R9WSBR	ICAR
375175-3003	JOHN DOE	SACRAMENTO	11/03/2010	11/05/2010	IRAR	$73.30	2	178	$33.46		$66.92	$5.86		$0.52		R90FNN	ICAR
375180-3003	JOHN DOE	SACRAMENTO	11/03/2010	11/05/2010	ICAR	$73.22	2	205	$33.46		$66.92	$5.86		$0.44		R90DZ9	ICAR
375405-3003	JOHN DOE	SACRAMENTO	11/08/2010	11/09/2010	CCAR	$36.57	1	214	$33.46		$33.46	$2.93		$0.18		JG853R	ICAR
375436-3003	JOHN DOE	SACRAMENTO	11/09/2010	11/09/2010	ECAR	$36.59	1	16	$33.46		$33.46	$2.93		$0.20		609812	ICAH
375464-3003	JOHN DOE	SACRAMENTO	11/09/2010	11/10/2010	ICAR	$36.61	1	341	$33.46		$33.46	$2.93		$0.22		R90CHG	ICAR
407524-301B	JOHN DOE	SACRAMENTO	11/09/2010	11/10/2010	SRAR	$73.36	2	1357	$33.46		$66.92	$5.86	$57.40	$2.15	-$58.97	R9TB8L	ICAR
563359-3013	JOHN DOE	MODESTO	10/25/2010	10/29/2010	IJAR	$146.21	4	103	$33.46		$133.84	$11.21		$1.16		R9PNDS	ICAR
601966-3009	JOHN DOE	GRASS VALLEY	11/02/2010	11/03/2010	ICAR	$36.48	1	332	$33.46		$33.46	$2.80		$0.22		R9KCTH	ICAR
660263-3042	JOHN DOE	ROSEVILLE	10/13/2010	10/15/2010	FCAR	$82.49	2	403	$33.46		$66.92	$5.52	$9.40	$0.65		R9G37G	ICAR
660734-3042	JOHN DOE	ROSEVILLE	10/20/2010	10/21/2010	MVAR	$36.44	1	448	$33.46		$33.46	$2.76		$0.22		R9NPPH	ICAR
693570-30F9	JOHN DOE	HANFORD	11/01/2010	11/04/2010	PPAR	$109.68	3	256	$33.46		$100.38	$8.28		$1.02		R9WMH5	ICAR
813421-3068	JOHN DOE	ELK GROVE	10/28/2010	10/28/2010	ICAR	$36.61	1	160	$33.46		$33.46	$2.93		$0.22		R9V37X	ICAR
813423-3068	JOHN DOE	ELK GROVE	10/28/2010	10/28/2010	ICAR	$36.61	1	212	$33.46		$33.46	$2.93		$0.22		R9RJ3T	ICAR
813566-3068	JOHN DOE	ELK GROVE	11/01/2010	11/05/2010	ICAR	$146.43	4	566	$33.46		$133.84	$11.71		$0.88		R9V65W	ICAR
813638-3068	JOHN DOE	ELK GROVE	11/02/2010	11/03/2010	ICAR	$36.61	1	143	$33.46		$33.46	$2.93		$0.22		R9Z37P	ICAR
813796-3068	JOHN DOE	ELK GROVE	11/06/2010	11/08/2010	CCAR	$109.70	3	390	$33.46		$100.38	$8.78		$0.54		R914TV	ICAR
878672-3024	JOHN DOE	SACRAMENTO	10/24/2010	10/31/2010	FCAR	$251.28	7	969		$200.75	$200.75	$19.52		$31.01		R9L3SM	ECAR
878777-3024	JOHN DOE	SACRAMENTO	10/31/2010	11/07/2010	FCAR	$251.28	7	593		$200.75	$200.75	$19.52		$31.01			
878883-3024	JOHN DOE	SACRAMENTO	11/07/2010	11/14/2010	FCAR	$251.28	7	152		$200.75	$200.75	$19.52		$31.01			
		Total Lump Sum Charge Amount				**$3,884.48**											

Statement Notes

Airport taxes and fees vary by location.

** Airport Related Fees & Taxes may include: AP/ACC, CFC, TRANFEE, FACILFEE, Tourism Tax, and/or AirCon Tax.*

AMERICAN EXPRESS BUSINESS TRAVEL ACCOUNT

Travel Agency Transaction Details (Domestic Charges)

Transaction Description				Transaction Travel Data	Transaction Amount
Reference Number	Supplier Name	Description 1	Description 2	Travel Data	Billed Total Amount ($)
Transactions for [redacted]					
8900541878735	TRAVEL AGENCY SERVICEW SACRAMENTO CA	TKT# 8900541878735 12/10			105.00
				Total	105.00

Total Travel Agency Transaction Amount **$105.00**

A	B	C	D	E	F	G	H	I	J	K	L	M
lient Name	Rec.Loc.	Agent Name	Issue Date	Invoice Number	Passenger Name	Itinerary	Travel Type	Vendor Name	Ticket/Conf No	Total Fare	Fee Type	Fee Amount
GS	CBYVDO	CliqBook	11/18/2010	117293S	Doe/John	ONT	Car	Enterprise Rent-A-Car	970369026COUNT-	$66.92	On-line	$ 5.00
GS	CEPUNJ	CliqBook	11/8/2010	115832S	Doe/John	SMF	Car	Enterprise Rent-A-Car	969677769COUNT-	$66.92	On-line	$ 5.00
GS	CFHSYQ	CliqBook	11/15/2010	116668S	Doe/John	ACV	Hotel	Holiday Inn Express Fortuna	-61281746	$84.00	On-line	$ 5.00
GS	CGGGND	YVONNE CROCOLL	11/10/2010	116258S	Doe/John	ONT/SMF/ONT	Dom. Air	SOUTHWEST AIRLINES	2136958857	$325.40	Agent Assisted	$ 10.00
GS	CGGGND	YVONNE CROCOLL	11/18/2010	117303S	Doe/John	SMF/ONT	Dom. Air	SOUTHWEST AIRLINES	2138401268	$0.00	Agent Assisted	$ 10.00
GS	CIGECZ	CliqBook	11/15/2010	116678S	Doe/John	BUR	Car	Enterprise Rent-A-Car	970137677COUNT-	$33.46	On-line	$ 5.00
GS	CKEQPL	KAREN HULL	11/3/2010	115086S	Doe/John	SAC/SKN/MDR/SKN/SAC	Rail	Amtrak - Prepaid Tkts		$46.00	Agent Assisted	$ 10.00
GS	CKJLON	KAREN HULL	11/3/2010	115087S	Doe/John	SAC/SKN/MDR/SKN/SAC	Rail	Amtrak - Prepaid Tkts		$46.00	Agent Assisted	$ 10.00
GS	CLOPUO	CliqBook	11/10/2010	116322S	Doe/John	SMF	Car	Enterprise Rent-A-Car	969851246COUNT-	$66.92	On-line	$ 5.00
GS	CMEMHS	CliqBook	11/8/2010	115732S	Doe/John	SMF	Car	Enterprise Rent-A-Car	969642457COUNT-	$33.46	On-line	$ 5.00
GS	COMBZD	CliqBook	11/15/2010	116808S	Doe/John	SNA	Car	Enterprise Rent-A-Car	970177664COUNT-	$33.46	On-line	$ 5.00
GS	COZISQ	LAURA WILSON	11/16/2010	117051S	Doe/John	SAN	Car	Carres - Car Reservation Interface		$33.46	Agent Assisted	$ 10.00
GS	COZISQ	LAURA WILSON	11/16/2010	117051S	Doe/John	SAN	Car	Carres - Car Reservation Interface		$33.46	Agent Assisted	$ -
GS	COZISQ	LAURA WILSON	11/16/2010	117051S	Doe/John	SAN	Car	Carres - Car Reservation Interface		$33.46	Agent Assisted	$ -
GS	COZISQ	LAURA WILSON	11/16/2010	117051S	Doe/John	SAN	Car	Enterprise Rent-A-Car	970176853COUNT-	$33.46	Agent Assisted	$ -
GS	CPCONP	CliqBook	11/7/2010	115676S	Doe/John	BUR	Car	Enterprise Rent-A-Car	969587594COUNT-	$66.92	On-line	$ 5.00
GS	CPRAYY	CliqBook	11/19/2010	117605S	Doe/John	ONT	Car	Enterprise Rent-A-Car	970477934COUNT-	$91.64	On-line	$ 5.00
GS	CREVEX	CliqBook	11/29/2010	118458S	Doe/John	SMF	Car	Enterprise Rent-A-Car	970965861COUNT-	$133.84	On-line	$ 5.00
GS	CRJVYL	CliqBook	11/8/2010	115772S	Doe/John	ACV/SFO/SMF/SFO/ACV	Dom. Air	UNITED AIRLINES	-7934160584	$416.80	On-line	$ 5.00
GS	DFNCFR	CliqBook	11/23/2010	118042S	Doe/John	ACV/SFO/SMF	Dom. Air	UNITED AIRLINES	-7937447888	$208.40	On-line	$ 5.00
GS	DFNCFR	CliqBook	11/23/2010	118042S	Doe/John	SMF	Car	Enterprise Rent-A-Car	970686619COUNT-	$33.46	On-line	$ -
GS	DFWBCP	CliqBook	11/15/2010	116842S	Doe/John	SMF	Car	National Car Rental	238561603COUNT-	$390.22	On-line	$ 5.00
GS	DGMKVI	CliqBook	11/15/2010	116855S	Doe/John	SMF	Car	Enterprise Rent-A-Car	R99DSP-	$66.92	On-line	$ 5.00
GS	DKWXMP	CliqBook	11/23/2010	118155S	Doe/John	SMF	Car	Enterprise Rent-A-Car	970705296COUNT-	$86.36	On-line	$ 5.00
GS	DLGUBZ	YVONNE CROCOLL	11/22/2010	117719S	Doe/John	SAC/BFD/SKN/RDR	Rail	Amtrak - Prepaid Tkts		$0.00	Agent Assisted	$ 10.00
GS	DMTAJB	CliqBook	11/2/2010	114869S	Doe/John	SMF	Car	Enterprise Rent-A-Car	969237581COUNT-	$33.46	On-line	$ 5.00
GS	DPMAQE	CliqBook	11/2/2010	114895S	Doe/John	BUR	Car	Enterprise Rent-A-Car	969243195COUNT-	$33.46	On-line	$ 5.00
GS	DPQUOW	CliqBook	11/2/2010	114874S	Doe/John	ONT	Car	Enterprise Rent-A-Car	969238834COUNT-	$66.92	On-line	$ 5.00
GS	DPSSEM	CliqBook	11/2/2010	114942S	Doe/John	SMF	Car	Enterprise Rent-A-Car	969238956COUNT-	$33.46	On-line	$ 5.00
GS	DPTEDH	CliqBook	11/5/2010	115490S	Doe/John	SMF	Car	Enterprise Rent-A-Car	969472179COUNT-	$33.46	On-line	$ 5.00
GS	DQWFNM	CliqBook	11/9/2010	116043S	Doe/John	SMF	Car	Enterprise Rent-A-Car	969760582COUNT-	$133.84	On-line	$ 5.00
GS	DRJLGU	CliqBook	11/15/2010	116853S	Doe/John	FAT/SFO/LAX/FAT	Dom. Air	UNITED AIRLINES	-7935288692	$520.10	On-line	$ 5.00
GS	DRJLGU	CliqBook	11/15/2010	116853S	Doe/John	SFO	Car	Enterprise Rent-A-Car	970182350COUNT-	$100.38	On-line	$ -
GS	DRQJSQ	CliqBook	11/22/2010	117920S	Doe/John	PVG/SFO/PVG	Intl Air	UNITED AIRLINES	-7937447866	$1,789.00	On-line	$ 5.00
GS	DRSNFB	CliqBook	11/19/2010	117617S	Doe/John	SMF	Car	Enterprise Rent-A-Car	970481259COUNT-	$16.25	On-line	$ 5.00
GS	DSIOQZ	CliqBook	11/24/2010	118354S	Doe/John	SFO/SBP/SFO	Dom. Air	UNITED AIRLINES	-7937447956	$399.40	On-line	$ 5.00
GS	DSIOQZ	CliqBook	11/24/2010	118354S	Doe/John	SBP	Car	Enterprise Rent-A-Car	SBH656-	$33.46	On-line	$ -
GS												$ 185.00

K - Compa	Date	Time	Passenger Name	Caller Name	Ticket Type	Record Locator	Call ID	Call Fee
GS	2010-11-15	18:38:52	Jane Doe	John Doe	None	DEVLTE	2340564	$16.00
GS Total								**$16.00**

State Agency Detail Report

iBank Reporting Demonstration

- Simplified Reconciliation
- Dedicated support from CALTravelStore
- Available 24-7 web based tool
- Over 120 Standards reports
- Ability to customize user defined reporting
- Reports can be automatically broadcasted on a daily, weekly, or monthly basis
- Reports exportable in numerous file formats

iBank Reporting

https://www.ibanksystems.com/ibankv4/ksLoginFrame.cfm

THANK YOU!

Questions & Answers