

TRAVEL EXPENSE CLAIM

STD. 262 (REV. 9/2007)

See Instructions and *Privacy Statement On Reverse Side

CLAIMANT'S NAME Steve Spears			SSN or EMPLOYEE NUMBER*			DEPARTMENT CalHFA		
POSITION Executive Director		CB/ID No. EX	DIVISION or BUREAU Executive Director			INDEX NUMBER 1000		
RESIDENCE ADDRESS *			HEADQUARTERS ADDRESS 1415 L Street, Suite 500			TELEPHONE NUMBER (916) 324-4640		
CITY	STATE	ZIP CODE	CITY	STATE	ZIP CODE			
			Sacramento	CA	95814			

(1) NORMAL WORK HOURS 8:00 to 17:00	(2) PRIVATE VEHICLE LICENSE NUMBER	(3) MILEAGE RATE CLAIMED 0.500
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(4) MONTH/YEAR July 10	(5) DATE TIME	(6) LOCATION WHERE EXPENSES WERE INCURRED	(7) LODGING	(8) MEALS			(9) INCIDENTALS	(10) TRANSPORTATION				(11) BUSINESS EXPENSE	(12) TOTAL EXPENSES FOR DAY	
				BREAK-FAST	LUNCH	O.T., L/T, N/C, RELO. OR DINNER		(A) COST OF TRANS.	(B) TYPE USED	(C) CARFARE, TOLLS, PARKING	(D) PRIVATE CAR USE MILES AMOUNT			
	7/18 5:45	Sacramento to Raleigh, NC	152.43	6.00	10.00	18.00	6.00	40.00	T		25.00	12.50	244.93	
	7/19	Raleigh to New York, NY	323.65	6.00	10.00	18.00	6.00	26.47	T			0.00	390.12	
	7/20	New York to Washington, DC	456.50	6.00	10.00	18.00	6.00	14.60	T			0.00	511.10	
	7/21	Washington, DC	344.17 359.17	6.00	10.00	18.00	6.00	26.00	T			0.00	425.17 510.17	
	7/22 21:00 9:10	Washington, DC to Sacramento		6.00	10.00	18.00		8.00	T		25.00	12.50	54.50	
	7/25 9:30	Sacramento to Kohler, WI	324.50		10.00	18.00	6.00				25.00	12.50	371.00	
	7/26	Kohler, WI	324.50				6.00					0.00	330.50	
	7/27	Kohler, WI	324.50				6.00					0.00	330.50	
	7/28	Kohler, WI to Washington, DC	296.56			18.00	6.00	43.05	R.C. T			0.00	363.61	
	7/29 21:45	Washington, DC to Sacramento			6.00	18.00		48.50	T	27.00	25.00	12.50	112.00 85.00	
(13) SUBTOTALS			2541.81 2646.81	36.00	60.00	144.00	48.00	206.62		27.00	100.00	50.00	0.00	3133.43 3191.43

COLUMN CODE (ACCTG. USE ONLY)

CLAIM TOTAL 3133.43
33,191.43

(14) PURPOSE OF TRIP, REMARKS AND DETAILS (Attach receipts/vouchers when required)

7/18: Raleigh - Meetings with Genworth Corp.
 7/19, 7/20: New York - Meetings with JP Morgan Chase, Swap Financial and Bank of America
 7/21, 7/22: Washington, DC - Meetings with Governor's Staff, Sen. Boxer's staff, Freddie Mac, Federal Housing Finance Agency, and US Dept. of the Treasury
 7/25-7/28: Kohler, WI - Attended National Council of State Housing Agencies Executive Directors Workshop (Cost of tr: \$14.05 gas for R.C., \$29 Taxi)
 7/29: Washington, DC - Meetings with Mortgage Bankers Assoc., HUD and Fannie Mae

AGENCY ACCOUNTING OFFICE USE ONLY

PAID BY REVOLVING FUND CHECK NUMBER

(15) I HEREBY CERTIFY That the above is a true statement of the travel expenses incurred by me in accordance with DPA rules in the service of the State of California. If a privately owned vehicle was used, and if mileage rates exceed the minimum rate, I certify that the cost of operating the vehicle was equal to or greater than the rate claimed, and that I have met the requirements as prescribed by SAM Sections 0750, 0751, 0752, 0753 and 0754 pertaining to vehicle safety and seat belt usage.

CLAIMANT'S SIGNATURE	DATE 8/4/10	(16) SIGNATURE OF OFFICER APPROVING TRAVEL AND PAYMENT	DATE 8/4/10
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(17) SPECIAL EXPENSE AUTHORIZATION - SIGNATURE and TITLE (See Item 17 on reverse)

DATE