**广西大学教育发展基金会差旅报销明细表**

**单位：广西大学教育发展基金会**

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| **姓名** |  | | | **职别** | |  | | **出差地点** | | |  | | **事由** |  | | | |
| **起 讫 时 间 地 点** | | | | | | | | | | **车船费** | | | **出差补助** | | | **杂支** | |
| **起点** | | **月** | **日** | **时** | **讫点** | | **月** | **日** | **时** | **类别** | | **金额** | **天数** | | **金额** | **项 目** | **金额** |
|  | |  |  |  |  | |  |  |  |  | |  |  | |  | **住宿费** |  |
|  | |  |  |  |  | |  |  |  |  | |  |  | |  | **其 他** |  |
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| **合 计** | | | | |  | |  |  |  |  | |  |  | |  |  |  |
| **以上单据共 张总计人民币 佰 拾 万 仟 佰 拾 元 角 分 ¥** | | | | | | | | | | | | | | | | | |
| **预借旅费人民币 元退回人民币 元应付人民币 元** | | | | | | | | | | | | | | | | | |

**主管 审核 填报人 2 0 年 月 日**