

# Expense Report

## Payee

**Name:** Jiana Capone

**Email:** jecapone@bu.edu

**Mailing Address:** *Applicable to guests and non-concur users, i.e. students*

665 Commonwealth Ave Rm 616

Boston, MA 02215

**Account:** 95001234

*Documentation of approval required for funding supported expenses.*

**Purpose of expenditures:** To attend the ABC conference in Denver, CO where I gave a presentation on syllables. The presentation included direct findings from my research on this Simons grant, which includes studying the syllables, vowels, and consonants of the English language.

**Start Date:** June 10, 2023

**End Date:** June 15, 2023

*All expenses require a start and end date, including but not limited to one day expenditures.*

## Expenses

*Expenses on your BU VISA may take 24-48 hours to show on your account; you should only use your BU VISA if you expect to be reimbursed by an account administered at Boston University.*

**Per Diem:** \$ 40 per day for 3 days.

**Mileage:** \$

**Start Point:**

**End Point:**

*Per diem and mileage are pre-filled in the system. The closest amount will be matched. Per diem for lodging is no longer allowed.*

