**北京邮电大学交通费报销明细表**

**出租车票明细表：**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| 序号 | 日期 | 乘坐起止时间 | 出租车车号 | 公务事由（可选） | 乘坐人（可选） | 金额 |
| 1 | 2018.4.19 | 20:24-20:40 | B.P4999 |  | Xxx | 29 |
| 2 | 2018.5.23 | 8:05-8:09 | B.P8386 |  | Xxx | 13 |
| 3 | 2018.4.19 | 12:05-12:24 | B-R2631 |  | Xxx | 26 |
| 4 | 2018.4.19 | 18:01-18:19 | B-R1003 |  | Xxx | 28 |
| 5 | 2018.4.18 | 16:27-16:44 | B-V0827 |  | Xxx | 28 |
| 6 | 2018.4.18 | 18:39-28:58 | B-P3515 |  | Xxx | 29 |
| 7 | 2018.4.17 | 12:01-12:16 | B.T0644 |  | Xxx | 27 |
| 8 | 2018.4.16 | 21:57-22:11 | B-W8068 |  | Xxx | 26 |
| 9 | 2018.4.16 | 20:15-20:27 | B-T7573 |  | Xxx | 27 |
| 10 | 2018.4.13 | 7:19-7.27 | B.N8774 |  | Xxx | 15 |
| 11 |  |  |  |  |  |  |
| 12 |  |  |  |  |  |  |
| 13 |  |  |  |  |  |  |
| 14 |  |  |  |  |  |  |
|  | 金额合计（必填） | | | | | **248** |

**公交、地铁车票统计表：**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| 序号 | 面额 | 张数 | 使用人（必填） | 合计金额 |
| 1 |  |  |  |  |
| 2 |  |  |  |  |
| 3 |  |  |  |  |
| 4 |  |  |  |  |
| 5 |  |  |  |  |
| 6 |  |  |  |  |
|  | 金额总计（必填） | |  |  |

经办人签字：