

Questionable Business Need

By Leo Gertsenshteyn

See below Expense Reference Codes generated from your latest RT-987(a) Business Travel Expenses Disclosure. This confirms the creation of a new expense case*. All expenses submitted for reimbursement must be accompanied by a copy of form RT-987(f) Statement of Business Need (along with manager sign-off above \$15) to satisfy our company-wide Official Standards of Expenditure and Spending.

Thank You,
Business Travel Accounting Dept.

*The only thing missing from your RT-987(a) was a name for the expense case. This name will be used on the B.T.A. expense tracking website to identify and connect the various documents that form a complete picture of your case for reimbursement. Please submit this item at your convenience.

Item description	Expense Reference Code
Handmade Sarape	XERRF
Sombrero, Large	XHCLI
Cowboy boots	KOYN
8 ft. bullwhip	KXTQ
Buffalo-skin chaps	KCGY
Moccasins, size 12	KXQL