

Expense Report	
Expense Report Number	EXP-1011567
Company	City Of Olathe
Report Date	12/16/2025
Start Date	12/16/2025
End Date	12/16/2025
Spend Authorization	SA-1001001

Pay To	
Name	Employee: Michael Wilkes
Email	JMWilkes@OLATHEKS.ORG
Work Phone	+1 (913) 9718701
Address	100 E SANTA FE ST Olathe, KS 66061 United States of America

Amounts	
Reimbursement Currency	USD
Reimbursement Amount	472.23
Cash Advance Applied Amount	0.00
Personal Amount	0.00
Company Paid Credit Card Amount	0.00
Expense Report Total Amount	472.23

Memo
LKM meeting in Hutchinson

Expense Report Lines					
Date	Expense Item	Amount	Memo	Receipt Attached	Itemized
12/16/2025	Mileage with Calculation	277.20 USD	LKM meeting		
12/16/2025	Daily Per Diem	57.00 USD	LKM meeting		
12/16/2025	Lodging Accomodations	138.03 USD	hotel for LKM meeting	Yes	

Signature

Date