

**Document Flows: JPMorgan, Chrome River, & Banner**  
**Sample for Traveler [Rowdy Raider](#)**

JPMorgan

PaymentNet

**ChromeRiver:**

Preapproval

Document ID#      Amount  
 #010000309643      \$ 400  
 Report Title " *NSF Meeting 2018* "

Expense Report

Document ID#      Amount  
 #010020337294      \$ 100  
 Report Title " *NSF Meeting 2018 AT* "

**Banner Finance:**

Encumbrance

Code      Amount      Expense  
 TR309643      \$ 400  
 " *R Raider, NSF Meeting 2018* "

Procard      Accounts

Clearing      Payable

Feb Traveler creates PreApproval in Chrome River \$400  
 for upcoming trip in April

Mar Traveler buys Delta airline ticket using procard \$100      \$      **100**  
*Procard purchases feed to Chrome River eWallet nightly*

Mar Traveler submits Expense Report for airline \$100,  
 & associates report with PreApproval above.

\$ (100)      #010020337294      \$ 100  
 Report Title " *NSF Meeting 2018 AT* "

JV TN000012      TR309643      \$ (100)  
 " *R Raider, NSF Meeting 2018* ", DocRef = 20337294  
 JV TJ000059      -      \$ 100      \$ (100)  
 " *DELTA Raider* ", DocRef = 20337294

Apr Traveler pays for Omni hotel using procard \$200      \$      **200**  
*Procard purchases feed to Chrome River eWallet nightly*

Apr Traveler creates FINAL Expense Report:  
 Hotel (paid using traveler procard)  
 Meals (per diem)  
 & associates report with PreApproval above

\$ (200)      \$ 200  
 \$ (50)      \$ 50  
 #010020559899  
 Report Title " *NSF Meeting 2018 FN* "

JV TN000049      TR309643      \$ (300)  
 " *R Raider, NSF Meeting 2018* ", DocRef = 20559899  
 JV TJ000088      -      \$ 200      \$ (200)  
 " *OMNI Raider* ", DocRef = 20559899  
 Invoice IR000512      -      \$ 50      \$ (50)  
 Vendor Invoice "041617NSF M899" appears on remittance email  
 where 041617 = report end date, NSF M = title, 899 last 3 report digits.  
 Report Title, PreApproval# & Expense Report# appear in DocText

TOTALS      \$      **300**

\$ 50  
*Preapproval changes  
 to "Used/Expired"  
 180 days after To date*

\$ 350  
**Total Trip Cost**

\$ -      \$ 350      \$ (300)      \$ (50)

**Banner Doc Codes feeding from Chrome River:**  
 TN% = Encumbrance Journal Vouchers  
 TJ% = Expenses from Procards Journal Vouchers  
 IR% = A/P Invoices to Reimburse Traveler