

**BIOMEDICAL AND LIFE SCIENCES DIVISION Travel Voucher** 

Send to current Treasurer, along with original dated receipts, within 5 working days of travel or event. Please print.

Name	Postal Code
Address	Country

City, State/Province

Purpose

Date	Destination	Air/Bus/ Rail Fare	Car Mileage & Tolls*	Local Transportation, Parking	Lodging	Meals	Printing, Postage, Telephone	Tips*	Other: Explain* and list cost
It	em Totals								

If you received an advance, use side 2.

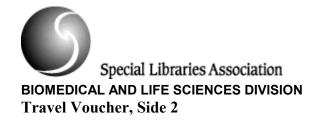
Grand Total: \_\_\_\_

\*For car mileage, report miles traveled and cost, computed from current U.S. IRS rate. Costs of meals, taxi fares, etc., should include tips, if any. Gratuities to skycaps, bellboys, etc., if any, should be reported under "tips." Use back of form for comments, explanations, etc.

I hereby certify that the above is a true and accurate statement of expenses incurred.

Signature:

Office use only: Paid by check on



Please print.

Statement of Advance						
	Date	Amount				
Balance on hand from previous voucher						
Plus advance received						
Subtotal						
Less this expense voucher						
Balance on hand this date						