

## External Research Travel Form

<b>Name of Principal Investigator (PI) or Grantee</b>	<b>Project(s)</b>
<b>Name of Traveler (if other than PI or grantee):</b> <b>Traveler's Institution:</b> <b>Traveler's Affiliation to PI or Grantee:</b> <b>Dates of Travel: From:</b> <span style="float: right;"><b>To:</b></span>	
<b>Purpose of Trip (check all that apply):</b> <b>Conference      Field Trip      Consultation      Other</b> <i>Provide comments and/or materials that justify and support the travel relationship to the award. I.E. conference registration, documents or program and event dates, field trip or activity details and dates, consultation name(s), organization(s) and visit date(s).</i>	
<hr style="width: 80%; margin-left: 0;"/> <b>Signature of Traveler (if other than PI/ Grantee)</b>	<hr style="width: 80%; margin-left: 0;"/> <b>Date (MM/DD/YYYY)</b>
<i>I certify that all expenditures are for the purposes for which the grant was awarded and that charges will not be claimed from other organizations. Reimbursements for expenses claimed and received from other organizations will be disclosed and remitted to the University. I will be responsible for costs resulting up to the estimated amount claimed.</i>	
<hr style="width: 80%; margin-left: 0;"/> <b>Signature PI or Grantee</b>	<hr style="width: 80%; margin-left: 0;"/> <b>Date (MM/DD/YYYY)</b>