

SOCIAL SECURITY NO.	TRAVELER'S NAME
---------------------	-----------------

SECTION G – SCHEDULE OF EXPENSES AND AMOUNTS CLAIMED

								TOTALS
ITINERARY FROM								Transfer these totals to Section D on Voucher Front. If additional days are required, use continuation sheet
DATE (Month/Day)								
CITY								
STATE								
TIME								
TO TDY LOCATION								
DATE (Month/Day)								
CITY								
COUNTY								
STATE								
TIME								
PER DIEM								TOTAL NO. DAYS
NO. OF DAYS	0.00
LODGING (Receipt Required)	
MEALS AND INCIDENTAL EXPENSES	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
LESS MEALS AT GOVERNMENT EXPENSE	
PER DIEM AMOUNT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	TOTAL PER DIEM
								\$ 0.00
ACTUAL SUBSISTENCE								TOTAL NO. DAYS
NO. OF DAYS	0.00
LODGING (Receipt Required)	
BREAKFAST	
LUNCH	
DINNER	
M&IE/OTHER	
ACTUAL SUBSISTENCE AMOUNT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	TOTAL ACTUAL SUBSISTENCE
								\$ 0.00
MILEAGE								TOTAL MILES
MILES	
RATE PER MILE	¢	¢	¢	¢	¢	¢	¢	0.00
MILEAGE AMOUNT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	TOTAL MILEAGE
								\$ 0.00
PARKING, TOLLS, ETC.	TOTAL PARKING
								\$ 0.00
PLANE, BUS, TRAIN (Paid By Traveler)	TOTAL PLANE, BUS, TRAIN
								\$ 0.00
UNACCOMPANIED BAGGAGE	TOTAL UNACCOMPANIED BAGGAGE
								\$ 0.00
LOCAL TRANSPORTATION								TOTAL LOCAL TRANSPORTATION
NO. TRIPS	
DAILY EXPENSE	0.00
								\$ 0.00
MISCELLANEOUS EXPENSES								TOTAL MISCELLANEOUS
TELEPHONE CALLS	
SUPPLIES, ETC.	0.00
								\$ 0.00
CAR RENTAL (Paid by Traveler) Receipt and Car Rental Agreement Required	TOTAL CAR RENTAL
RENTAL EXPENSE	
GASOLINE EXPENSE	0.00
								\$ 0.00

REMARKS

PRIVACY ACT NOTICE. The following information is provided to comply with the Privacy Act of 1974 (P.L. 93-579). The information requested on this form is required under the provisions of 5 USC, Chapter 57 (as amended) and Executive Orders 11609 of July 22, 1971, and 11012 of March 27, 1962, for the purpose of recording travel expenses incurred by the employee and to claim other entitlements and allowances as prescribed in the Federal Travel Regulations (41 CFR 301-304). The information contained in this form will be used by Federal Agency officers and employees who have a need for such information in the performance of their duties. Information will be transferred to appropriate Federal, State, local or foreign agencies, when relevant to civil, criminal, or regulatory investigations or prosecutions or pursuant to a requirement by GSA or such other agency in connection with the hiring or firing, or security clearance, or such other investigations of the performance of official duty in Government service. Failure to provide the information required will result in delay or suspension of the employee's claim for reimbursement.