ADAMS STATE UNIVERSITY COLORADO®

TRAVEL REQUEST

TID# (OCTT (Business Office Use Only)

 $\frac{7/31-8/1/4}{\text{(Business Office Use Only)}}$

Date $\frac{7/24/16}{}$ Great Stories Begin Here 1. Destination Colorado Springs 2. Number of persons making the trip_ State vehicle(s) needed TimmRosenbach / 1.00 pm. 3. Time and date of departure 4. Time and date of return ____ 3:00 PM 5. Purpose for which the trip is being made RMAC /Cillos f 6. Specific arrangements for class sessions (if applies) 7. Account Code SIV CUP 13311 W Budget Additional Account Code ______ Transportation (without tax) Mode of Travel ______ Meals Remarks _____ Lodging Registration Fee Incidental Expense (explain) \$0.00-800.00 TOTAL When using State vehicle, State Fueling Traveler's Signature Systems must be used for purchases of fuel 4 Students whenever possible. When not possible, only self-service islands of retail fuel outlets may be used Supervisor/Budget Code Administrator Vehicle(s) Assigned ___ by Facilities Services (ext 7951) President/Vide President (Required for Out-of-State Travel) **CLERY ACT COMPLIANCE** T Rosenbach Will you be staying more than 5 nights? Glacelo Sprungs

Will students be traveling?

When students are traveling and will be staying more than 5 nights,

a copy of this form must be submitted to the ASU Police Department.

TRAVEL REQUEST

FID# (Business Office Use Only)

Great Stories Begin Here

Date 8/3/16

State vehicle(s) needed
3/16
16
cking up Incoming Freshman
pplies)
Budget
Transportation (without tax) \$\$ 100.00
Meals
Lodging
Registration Fee
Incidental Expense (explain)
TOTAL \$\$ 100.00
Traveler's Signature
Supervisor/Budget Code Administrator
President/Vice President (Required for Out-of-State Travel)
·
IANCE 5 nights? Y N
Y N N X X X X X X X X X X X X X X X X X
5 nights? Y N N N N Stages Y N N N N N N N N N N N N N N N N N N

TRAVEL REQUEST

TID# | WITA (Business Office Use Only)

Date 9/1/16

Gunnism

1. Destination Gunnison, CO	
	State vehicle(s) needed
3. Time and date of departure 9/10/16, 7:00 A	AM
4. Time and date of return <u>9/10/16, 8:00 PM</u>	
5. Purpose for which the trip is being made <u>Foo</u>	otball Contest vs Western State
6. Specific arrangements for class sessions (if ap	plies) Faculty has been notified
7. Account Code	Budget Transportation (without tax) \$ \$4,714.00
Mode of Travel	
Remarks	
Transportation accounted for on	- •
	TOTAL \$\$ 6,414.00
When using State vehicle, State Fueling Systems must be used for purchases of fuel whenever possible. When not possible, only self-service islands of retail fuel outlets may be used	Traveler's Signature Josh Blankenship Traveler's Name (PLEASE DRINT) Supervisor/Budget Code Administrator
Vehicle(s) Assignedby Facilities Services (ext 7951)	
	President/Vice President (Required for Out-of-State Travel)
CLERY ACT COMPL Will you be staying more than	-

Y N N

Will students be traveling?

When students are traveling and will be staying more than 5 nights, a copy of this form must be submitted to the ASU Police Department.

ADAMS STATE UNIVERSITY C 0 L 0 R A D 0 ®

TRAVEL REQUEST

TID# (Business Office Use Only)

Great Stories Begin Here	Da	te 9/9/16
1. Destination GRAND JUNCTION, CO		
2. Number of persons making the trip 70	State vehicle(s	s) needed
3. Time and date of departure 10/21/16, 10:00	0 AM	
4. Time and date of return 10/23/16, 3:30 AM		
5. Purpose for which the trip is being made FO	OOTBALL CONTEST VS COLORAD	O MESA
6. Specific arrangements for class sessions (if ap	pplies) FACULTY HAS BEEN NOTIF	TIED
7. Account Code		Budget
Additional Account Code	Transportation (without	
Mode of Travel		\$ 3,000.00
Remarks	Lodging	\$ 2,600.00
Transportation accounted for on PO.*	Registration Fee Incidental Expense (expl	 lain)
	TOTAL	\$ 12,328.00
When using State vehicle, State Fueling Systems must be used for purchases of fuel whenever possible. When not possible, only self-service islands of retail fuel outlets may be used	Traveler's Signature JOSH BLANKENSHIP	
Vehicle(s) Assigned	Supervisor/Budget	Code Administrator
by Facilities Services (ext 7951)	President/Vice President (Required for Out-of-State Travel)	
CLERY ACT COMPL	IANCE	
Will you be staying more than Will students be traveling?	5 nights? Y N V	UBlankenship Grand Junction
When students are traveling and will be st a copy of this form must be submitted to the	taving more than 5 nights	C/S - S3/ C (Business Office Use Only)

ADAMS STATE UNIVERSITY C 0 L 0 R A D 0 ®

TRAVEL REQUEST

TID# (Business Office Use Only)

Great Stories Begin Here	Date <u>9/9/16</u>	
1. Destination LAS VEGAS, NM		
	State vehicle(s) needed	
3. Time and date of departure 11/11/16, 11:00	O AM	
4. Time and date of return 11/12/16, 8:00 PM	l	
5. Purpose for which the trip is being made FO	OOTBALL CONTEST VS NEW MEXICO HIGH	HLANDS
6. Specific arrangements for class sessions (if a	pplies) FACULTY HAS BEEN NOTIFIED	
7. Account Code	Budget Transportation (without tax)	\$ 5,198.00 **
Mode of Travel		\$ 2,600.00
Remarks		\$ 2,660.00
Transportation accounted for on PO.*	Registration Fee Incidental Expense (explain) TOTAL	\$ 10,458.00
When using State vehicle, State Fueling Systems must be used for purchases of fuel whenever possible. When not possible, only self-service islands of retail fuel outlets may be used Vehicle(s) Assigned by Facilities Services (ext 7951)	Traveler's Signature JOSH BLANKENSHIP Traveler's Name (PLEASE I	ninistrator X 2011
CLERY ACT COMI	PLIANCE	tootball
Will you be staying more tha Will students be traveling? When students are traveling and will be a copy of this form must be submitted to	Y N N N N N N N N N N N N N N N N N N N	Lankenship Vegas, NM 11-15/16 iness Office Use Only)

TRAVEL REQUEST

TID# (6300 (Business Office Use Only)

Date 9/9/16

GOLDEN CO		
1. Destination GOLDEN, CO		
2. Number of persons making the trip 70	State vehicle(s) needed	
3. Time and date of departure 11/4/16, 10:00 AM		
4. Time and date of return 11/5/16, 8:00 PM		
5. Purpose for which the trip is being made FOOT	BALL CONTEST VS COLORADO MINES	
6. Specific arrangements for class sessions (if applied	es) FACULTY HAS BEEN NOTIFIED	
7. Account Code Additional Account Code	8	\$ 6,234.00
Mode of Travel		\$ 1,850.00
Remarks		\$ 2,280.00
	Registration Fee Incidental Expense (explain)	\$ 10,364.00
When using State vehicle, State Fueling Systems must be used for purchases of fuel whenever possible. When not possible, only self-service islands of retail fuel outlets may be used Vehicle(s) Assigned	Traveler's Signature JOSH BLANKENSHIP Supervisor/Budget Code Admin	istrator
by Facilities Services (ext 7951)	President/Vice President (Required for Ou	t-of-State Travel)
CLERY ACT COMPLIAN Will you be staying more than 5 r Will students be traveling? When students are traveling and will be stay a copy of this form must be submitted to the	NCE nights? Y N P Y N N ing more than 5 nights, ASU Police Department. Solution Solution	unkenship den -5/16 ess Office Use Only)

TRAVEL REQUEST

TID# 16350 (Business Office Use Only)

Date 9/2/16

1. Destination RAPID CITY, SD				
2. Number of persons making the trip 70	State vehicle(s) ne	eded_		
3. Time and date of departure 9/30/16, 5:00 AM				
4. Time and date of return 10/2/16, 8:00 AM				
5. Purpose for which the trip is being made FOO	TBALL CONTEST VS SOUTH DAKO	TA MI	NES	
6. Specific arrangements for class sessions (if appli	ies) FACULTY HAS BEEN NOTIFIED			
7. Account Code	Buc	lget		
Additional Account Code	Transportation (without tax)) \$	\$ 13,422.00	_po
Widde of Travel	——— Meals		\$ 3,125.00	-
Remarks	Lodging		\$ 2,470.00	
Travel Advance requested Transportation accounted for on PO.	——— Registration Fee			
The second control of PO.	Incidental Expense (explain)			
	TOTAL	\$	\$ 19,017.00	
When using State vehicle, State Fueling Systems must be used for purchases of fuel whenever possible. When not possible, only self-service islands of retail fuel	Traveler's Signature			
outlets may be used	Traveler's Nama (PLEA,	SE PRIN		
Vehicle(s) Assigned	-Supervisor/Budget Code A	Adminis	trator	
by Facilities Services (ext 7951)	President Vice President (Required f	C Our	of State Travell	
CLERY ACT COMPLIAN	€,		otball	
Will you be staying more than 5 ni		312	nkanship	
Will students be traveling? When students are traveling and will be stayin a copy of this form must be submitted to the A	Y DN D	Crc/	City, SD	

ADAMS STATE UNIVERSITY C O L O R A D O S

TRAVEL REQUEST

TID#____________(Business Office Use Only)

Minneapolio, MN

(Business Office Use Only)

Date 9/22/2016 Great Stories Begin Here 1. Destination Minneapolis, MN to Alamosa, Co / Alamosa, CO to Minneapolis, MN 2. Number of persons making the trip 1 State vehicle(s) needed 0 3. Time and date of departure 5:45 AM - Oct. 28th, 2016 4. Time and date of return 8:26 PM - Oct. 30th, 2016 5. Purpose for which the trip is being made Recruiting Trip 6. Specific arrangements for class sessions (if applies) 7. Account Code Budget Additional Account Code ______ Transportation (without tax) \$ 287.70 Mode of Travel ____ Remarks _____ Lodging Quote From Travel Agency Attached to Tr Registration Fee Incidental Expense (explain) \$ 287,70 TOTAL When using State vehicle, State Fueling Traveler's Signature __ Systems must be used for purchases of fuel whenever possible. When not possible, only self-service islands of retail fuel outlets may be used Supervisor/Budget Code Administrator Vehicle(s) Assigned _____ by Facilities Services (ext 7951) President/Vice President (Newwired for Out-of-State Travel) rothau worust **CLERY ACT COMPLIANCE** Will you be staying more than 5 nights? YNN Alamosa Grom Will students be traveling? Y | N | N |

When students are traveling and will be staying more than 5 nights,

a copy of this form must be submitted to the ASU Police Department.

DAMS STATE UNIVERSITY

TRAVEL REQUEST

(Business Office Use Only)

Date 10-28-16 Great Stories Begin Here 1. Destination Denver, CO to Los Angeles, CA 2. Number of persons making the trip 1 State vehicle(s) needed 0 3. Time and date of departure Nov 13, 2016 4. Time and date of return Nov 19, 2016 5. Purpose for which the trip is being made Recruiting 6. Specific arrangements for class sessions (if applies) n/a 7. Account Code Budget Additional Account Code ______ Transportation (without tax) \$ 385,00 Mode of Travel Airplane and Rental Car Meals \$ 210.00 Remarks _____ Lodging \$ 0.00 \$ 0.00 Registration Fee \$ 100.00 Incidental Expense (explain) \$ 695.00 TOTAL When using State vehicle, State Fueling Traveler's Signatur Systems must be used for purchases of fuel James C Staggs IÌN whenever possible. When not possible, only self-service islands of retail fuel outlets may be used Supervisor Budget Code Administrator Vehicle(s) Assigned ___ by Facilities Services (ext 7951) President/Vice President (Required for Out-of-State Travel) **CLERY ACT COMPLIANCE** Will you be staying more than 5 nights? $Y \triangleright N \square$ Will students be traveling?

 $Y \square N \square$

When students are traveling and will be staying more than 5 nights, a copy of this form must be submitted to the ASU Police Department.



TID# (Business Office Use Only)

Date 11/10/2016

1. Destination Salt Lake City, Utah - Provo, UT		
2. Number of persons making the trip 1	State vehicle(s) needed	
3. Time and date of departure 6:00 AM - Monda	ıy - 11/14/2016	
4. Time and date of return 6:00 PM - Thursday	- 11/17/2016	
5. Purpose for which the trip is being made Rec	ruiting Trip	
6. Specific arrangements for class sessions (if app	lies)	
7. Account Code	Budget	
Additional Account Code Mode of TravelRecruiting Car		\$ 250.00 \$ 120.00
Remarks		\$ 197.32
		• 107.02
	•	
	Incidental Expense (explain)	\$ 567.32
	TOTAL	\$ 567.32
When using State vehicle, State Fueling Systems must be used for purchases of fuel	Traveler's Signature	
whenever possible. When not possible,	Ross Brunelle	1
only self-service islands of retail fuel	Traveler	· · · · · ·
outlets may be used		
Vehicle(s) Assigned		iinistrator
by Facilities Services (ext 7951)	<i>lb</i>	dios vou
by Tubilities Oct vices (CAC / 7)(1)	President resident (regulared for (Out-of-State Travel)
CLERY ACT COMPLI		allerin
Will you be staying more than 5		ake Cate Afrois (IT)
Will students be traveling?	$Y \square N \square $	
When students are traveling and will be sta	aying more than 5 nights,	4-17
a copy of this form must be submitted to the	e ASU Police Department. (Busi	ness Office Use Only)



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C	Ø	L	0	R	Α	D	0 🚱
		Gn	ent S	torie	n Re	oin i	Hore

C O L O R A D O ® Great Stories Begin Here	Date
1. Destination / 69 1/0905	NM
2. Number of persons making the trip	NM State vehicle(s) needed
3. Time and date of departure	8-11-16 Nov 12, 2016 Q
4. Time and date of return	18-11-16
5. Purpose for which the trip is being made	MMac FB-NMHY
6. Specific arrangements for class sessions (if a	pplies)
7. Account CodeAdditional Account Code	Budget Insportation (without tax) \$
Mode of Travel	
Remarks	Lodging
	Registration Fee
	Incidental Expense (explain)
	TOTAL \$
When using State vehicle, State Fueling Systems must be used for purchases of fuel whenever possible. When not possible,	Traveler's Signature / 60
only self-service islands of retail fuel outlets may be used	Travelot's Name (PLEASE PRINT)
Vehicle(s) Assigned by Facilities Services (ext 7951)	President/VicaPresident & Augured for Out-of-State Travel)
CLERY ACT COME	tatbau
CLERY ACT COMF Will you be staying more tha Will students be traveling? When students are traveling and will be	an 5 nights? Y N N Las Vegas, NIN
a copy of this form must be submitted to	11,7

TRAVEL REQUEST

TID# (Business Office Use Only)

Date 11/10/2016

8	
1. Destination Salt Lake City, Utah - Provo, U	Т
2. Number of persons making the trip 1	State vehicle(s) needed
3. Time and date of departure 6:00 AM - Mond	lay - 11/14/2016
4. Time and date of return 6:00 PM - Thursday	y - 11/17/2016
5. Purpose for which the trip is being made Re	cruiting Trip
6. Specific arrangements for class sessions (if ap	pplies)
7. Account Code	Budget
Additional Account Code Mode of Travel Recruiting Car	Transportation (without tax) \$
Remarks	
	Registration Fee Incidental Expense (explain)
	¢ 120 00
When using State vehicle, State Fueling Systems must be used for purchases of fuel whenever possible. When not possible, only self-service islands of retail fuel outlets may be used	Traveler's Signature
Vehicle(s) Assigned by Facilities Services (ext 7951)	President/Vice President (Required for Out-of-State Travel)
CLERY ACT COMPL Will you be staying more than Will students be traveling? When students are traveling and will be s a copy of this form must be submitted to t	IANCE 5 nights? Y N N South Like City Provo U Y N N Staying more than 5 nights,

TRAVEL REQUEST

TID#_____(Business Office Use Only)

Great Stories Begin Here	Date 12/2/2016	Date 12/2/2016		
1. Destination Texas, New Mexico, Colorado				
2. Number of persons making the trip 1	State vehicle(s) needed _Y	es ¼		
3. Time and date of departure Sunday 12/4/16	6 @ 10:00 AM			
4. Time and date of return Sunday 12/11/2016	10:00 PM UCD Cinc			
5. Purpose for which the trip is being made rec	cruiting for students			
6. Specific arrangements for class sessions (if ap	oplies)			
7. Account Code	24450	ф д 000 oo		
Additional Account Code Mode of Travel Mode of Travel	Transportation (without tax) \$.	\$ 2,000.00		
Remarks		\$ 0.00		
	Registration Fee	\$ 0.00		
	C	\$ 0.00		
	Incidental Expense (explain)	\$ 2,000.00		
When using State vehicle, State Fueling Systems must be used for purchases of fuel whenever possible. When not possible, only self-service islands of retail fuel outlets may be used	Traveler's Signature Ross Brunelle Traveler's Name (PLEASE PRIN			
Vehicle(s) Assigned 097 by Facilities Services (ext 7951)	President/Vice President (Required for Out-			
CLERY ACT COMPI Will you be staying more than Will students be traveling? When students are traveling and will be a a copy of this form must be submitted to	1 5 nights? Y N N N N N N N N N N N N N N N N N N	N, CO HB8 s Office Use Only)		

TRAVEL REQUEST

TID# (Business Office Use Only)

Date 11/30/2016

•	
1. Destination Central and Northern Colora	do
2. Number of persons making the trip 2	State vehicle(s) needed
3. Time and date of departure 6:00 AM Mone	day December 4th, 2016
	- Inter-
4. Time and date of return 8:00 PM Thursday	y December 8th, 2016
o. Purpose for which the trip is being made Rec	cruiting future student athletes for Adams State University.
Specific arrangement for the second second	
. Specific arrangements for class sessions (if app	plies)
. Account Code	P., I
	Budget Transportation (wish as a second \$ 90.00
Additional Account Code Mode of Travel	Transportation (without tax) 5
emarks	Lodging
	Registration Fee
	Incidental Expense (explain)
	\$ 220.00
When using State vehicle, State Fueling	
Systems must be used for purchases of fuel	Traveler's Signature -
whenever possible. When not possible,	Colin Fuller, Jarch Harrison.
only self-service islands of retail fuel	Travalana Nama (DI EACE DD MIT)
outlets may be used	
Vehicle(s) Assigned	Supervisor/Budget Code Administrator
by Facilities Services (ext 7951)	President/Vice President (Required for Out-of-State Travel)
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CLERY ACT COMPLI	
Will you be staying more than !	5 nights? Y N
Will students be traveling?	YNZ
When students are traveling and will be st	
a copy of this form must be submitted to th	ne ASU Police Department. (Business Office Use Only)



TID# (Business Office Use Only)

Date 11/30/16

1. Destination Tucson/Phoenix, AZ			
•	State vehicle(s) needed	State vehicle(s) needed	
3. Time and date of departure 6:00 AM, 12/4/	16		
4. Time and date of return 11:00 AM, 12/10/	16		
5. Purpose for which the trip is being made Rec	cruiting		
6. Specific arrangements for class sessions (if app	olies)		
7. Account Code	Budget		
Additional Account Code	Transportation (without tax)	\$ 750.00	
Mode of Travel Recruiting Car/Rental Car	Meals	\$ 420.00	
Remarks	Lodging	\$ 500.00	
	•		
	Incidental Expense (explain)		
	TOTAL	\$ 1,670.00	
When using State vehicle, State Fueling			
Systems must be used for purchases of fuel	Traveler's Signature		
whenever possible. When not possible,	Josh Blankenship	}	
only self-service islands of retail fuel			
outlets may be used			
Vehicle(s) Assigned	Supervisor/Budget Čode Admi		
by Facilities Services (ext 7951)		Dec. 2016	
£ (m,) > 2)	President Vice President (Required for C	Out-of-State Travel)	
CLERY ACT COMPLI	IANCE	Markons	
Will you be staying more than	5 nights? YNN	3lanting lip	
Will students be traveling?	YUND	5 fixment; no	
When students are traveling and will be st	taying more than 5 nights,	1-10	
a copy of this form must be submitted to the	1.077 1:	ness Office Use Only)	

TRAVEL REQUEST

TID# (Business Office Use Only)

Date 11/2/2016

1. Destination Los Angeles, CA to Alamosa, C	
	State vehicle(s) needed
2. Transect of persons making the trip	State Venicie(s) needed
3. Time and date of departure Dec. 2nd, 2016 -	- 5:30 AM - Arrives in Alamosa @ 12:00 PM
4. Time and date of return Dec. 4th, 2016 - 4:4	8 PM - Departs Alamosa @ 9:15 AM
5. Purpose for which the trip is being made Rec	cruiting Official Visit
6. Specific arrangements for class sessions (if app	plies)
7. Account Code	Budget
Additional Account Code Mode of Travel Airlines Flight	Transportation (without tax) \$ \$ 268.18 Meals
Remarks	Lodging
Flight bought for Recruiting Visit	Registration Fee Incidental Expense (explain)
	* 268 18
When using State vehicle, State Fueling Systems must be used for purchases of fuel whenever possible. When not possible, only self-service islands of retail fuel outlets may be used	Traveler's Signature
Vehicle(s) Assigned by Facilities Services (ext 7951)	President/Vice President (Required for Out-of-State Travel)
CLERY ACT COMPL Will you be staying more than Will students be traveling? When students are traveling and will be staying a copy of this form must be submitted to the	5 nights? Y N V Y N N taying more than 5 nights,

TRAVEL REQUEST

TID#____(Business Office Use Only)

Date 11/2/2016

O. M. O.	
1. Destination Los Angeles, CA to Alamosa, C	00
2. Number of persons making the trip 1	State vehicle(s) needed
3. Time and date of departure Dec. 2nd, 2016	- 5:30 AM - Arrives in Alamosa @ 12:00 PM
4. Time and date of return Dec. 4th, 2016 - 4:	48 PM - Departs Alamosa @ 9:15 AM
5. Purpose for which the trip is being made Re	ecruiting Official Visit
6. Specific arrangements for class sessions (if ap	oplies)
7. Account Code	Budget \$ 302.17
Additional Account Code Mode of Travel Airlines Flight	Iransportation (without tax) \$
Remarks	Lodging
Flight bought for Recruiting Visi	Registration Fee Incidental Expense (explain)
	\$ 302.17
When using State vehicle, State Fueling Systems must be used for purchases of fuel whenever possible. When not possible, only self-service islands of retail fuel outlets may be used	Traveler's Signature Recruit
Vehicle(s) Assigned by Facilities Services (ext 7951)	President/Vice President (Required for Out-of-State Travel)
CLERY ACT COMP Will you be staying more that Will students be traveling? When students are traveling and will be a copy of this form must be submitted to	n 5 nights? Y N ✓ Y N N → Staying more than 5 nights,

TRAVEL REQUEST

TID# (Business Office Use Only)

Date 12/02/2016 1. Destination Utah and Las Vegas 2. Number of persons making the trip 1 _____ State vehicle(s) needed _____ 3. Time and date of departure 12/05/16 @ 6AM 4. Time and date of return 12/09/16 @ 10pm 5. Purpose for which the trip is being made Recruiting student athletes 6. Specific arrangements for class sessions (if applies) 7. Account Code Budget \$ 700.00 Transportation (without tax) Additional Account Code ___ Mode of Travel Recruiting Car \$ 150.00 Remarks _____ Lodging \$ 100.64 \$ 0.00 Registration Fee \$ 0.00 Incidental Expense (explain) \$ 950.64 **TOTAL** When using State vehicle, State Fueling Traveler's Signature Systems must be used for purchases of fuel FAHVE DEREK whenever possible. When not possible, only self-service islands of retail fuel outlets may be used get Code Administrator Vehicle(s) Assigned ___ by Facilities Services (ext 7951) President Vice President (Required for Out-of-State Travel) **CLERY ACT COMPLIANCE** Will you be staying more than 5 nights? $Y \square N \square$ Will students be traveling? $Y \square N \square$ When students are traveling and will be staying more than 5 nights, a copy of this form must be submitted to the ASU Police Department.

TRAVEL REQUEST

TID#_______(Business Office Use Only)

Date 12/11/2016

1. Destination Colorado Springs Airport - Denver In	ternational Airport
2. Number of persons making the trip 1	State vehicle(s) needed1
3. Time and date of departure 12/11/2016 - 9am	
4. Time and date of return 12/11/2016 - 6pm	
5. Purpose for which the trip is being made Taking r	ecruits to the airport
6. Specific arrangements for class sessions (if applies)	
7. Account Code	
Additional Account Code	Transportation (without tax) \$\$ 35.00
Mode of Travel	Meals
Remarks	Lodging
	TOTAL \$35.00
When using State vehicle, State Fueling Systems must be used for purchases of fuel	Traveler's Signature
whenever possible. When not possible, only self-service islands of retail fuel	Traveler's Name (PLEASE PRINT)
outlets may be used	ravelers raine (LDD pp. 174111)
Vehicle(s) Assigned by Facilities Services (ext 7951)	
by Facilities Services (ext 7931)	President/Vice President (Required for Out-of-State Travel)
CLERY ACT COMPLIANCE	CE COM.
Will you be staying more than 5 nig	
Will students be traveling?	A WE TO MAKE THE AMERICAN A MAKE THE AMERICAN
When students are traveling and will be staying	
a copy of this form must be submitted to the AS	U Police Department. (Business Office Use Only)





TID# (Business Office Use Only)

Great Stories Begin Here	Date <u>12/2/16</u>
1. Destination Denver Airport	
_	State vehicle(s) needed
3. Time and date of departure 7:00 AM - 12/2/2	2016
4. Time and date of return 10:00 PM - 12/2/20	16
5. Purpose for which the trip is being made Pic	king Up Recruits from Airport
6. Specific arrangements for class sessions (if ap	plies)
7. Account Code	Budget
Additional Account Code Mode of Travel	Transportation (without tax) \$ \$30.00 Meals
Remarks	Lodging
	Registration Fee
	Incidental Expense (explain)
	TOTAL \$\$ 30.00
When using State vehicle, State Fueling Systems must be used for purchases of fuel whenever possible. When not possible, only self-service islands of retail fuel outlets may be used Vehicle(s) Assigned	Traveler's Signature
by Facilities Services (ext 7951)	President/Vice President (Required for Out-of-State Travel)
CLERY ACT COMPL Will you be staying more than	ANCE R. Primelle
Will students be traveling? When students are traveling and will be s a copy of this form must be submitted to t	taying more than 5 nights,



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TRAVEL REQUEST

TID# (Business Office Use Only)

Date 12/9/16 Great Stories Begin Here 1. Destination Denver Airport 2. Number of persons making the trip______ State vehicle(s) needed_____ 3. Time and date of departure <u>7:00 AM - 12/9/16</u> 4. Time and date of return 12:00 AM - 12/10/16 5. Purpose for which the trip is being made Picking up Recruits from Airport 6. Specific arrangements for class sessions (if applies) 7. Account Code Budget \$60.00 Transportation (without tax) Additional Account Code _ Mode of Travel Recruiting Car \$20.00 _____ Meals Remarks _____ Lodging Registration Fee _____ Incidental Expense (explain) \$80.00 TOTAL When using State vehicle, State Fueling Traveler's Signature -Systems must be used for purchases of fuel Ross Brunelle whenever possible. When not possible, only self-service islands of retail fuel outlets may be used Supervisor/Budget Code Administrator Vehicle(s) Assigned _____ by Facilities Services (ext 7951)

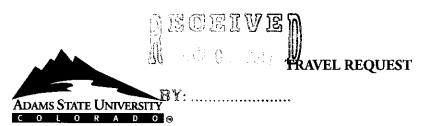
CLERY ACT COMPLIANCE

Will you be staying more than 5 nights? Will students be traveling?

 $Y \bigvee N \bigvee$ $V \square N \square$

When students are traveling and will be staying more than 5 nights, a copy of this form must be submitted to the ASU Police Department. (Business Office Use Only)

President/Vice President (Required for Out-of-State Travel)



TID# (Business Office Use Only)

Great Stories Begin Here	Date <u>12/2/201</u>	Date <u>12/2/2016</u>	
1. Destination San Angelo, Midland, Odessa,	Abilene, Lubbock, Amarillo - Texas		
	State vehicle(s) needed		
3. Time and date of departure 12/4/2016 @ 10	0:00 AM		
4. Time and date of return 12/8/2016 @ 9:00 I	PM		
5. Purpose for which the trip is being made Re	cruiting Student Athletes	17.70	
6. Specific arrangements for class sessions (if ap	pplies)		
7. Account Code	Budget		
Additional Account Code	Transportation (without tax) \$	\$ 240.00	
Mode of Travel Recruiting Car		\$ 150.00	
Remarks		\$ 255.00	
	Registration Fee	\$ 0.00	
	Incidental Expense (explain)	\$ 0.00	
	mom.	\$ 645.00	
When using State vehicle, State Fueling Systems must be used for purchases of fuel whenever possible. When not possible, only self-service islands of retail fuel outlets may be used Vehicle(s) Assigned by Facilities Services (ext 7951) CLERY ACT COMPI		strator -of-State Travel)	
Will students be traveling? When students are traveling and will be s a copy of this form must be submitted to t	Y N N N N 12 4- Staying more than 5 nights,	ss Office Use Only)	





(Business Office Use Only)

Date 12/5/2016 Great Stories Begin Here 1. Destination Snow College Ephriam, Utah 2. Number of persons making the trip 2 _____ State vehicle(s) needed 1 3. Time and date of departure Sunday 12/11/2016 8:00 AM 4. Time and date of return Monday 12/13/2016 5. Purpose for which the trip is being made Dropping off Recruits back to Snow College Ephriam, Utah 6. Specific arrangements for class sessions (if applies) None 7. Account Code Budget Additional Account Code ______ Transportation (without tax) \$ 200.00 \$ 50,00 Mode of Travel ______ Meals Remarks _____ Lodging Registration Fee Incidental Expense (explain) \$ 250.00 TOTAL When using State vehicle, State Fueling Traveler's Signature Systems must be used for purchases of fuel Colin Fuller, Jarrell Harrison whenever possible. When not possible, only self-service islands of retail fuel Traveler's Name (PLEASE PRINT) outlets may be used udget Code Administrator Vehicle(s) Assigned Ford Fusion 11214 2017 by Facilities Services (ext 7951) President/Vice President (Required for Out-of-State Travel) **CLERY ACT COMPLIANCE** Filler + J. Harren Will you be staying more than 5 nights? Y N Edriam UT Will students be traveling? $Y \square N \square$ When students are traveling and will be staying more than 5 nights, a copy of this form must be submitted to the ASU Police Department.



(Business Office Use Only)

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COLORADO Date 12/10/16 Great Stories Begin Here 1. Destination Denver Airport 2. Number of persons making the trip 7 State vehicle(s) needed yes 3. Time and date of departure 3:30 AM - 12/11/16 4. Time and date of return 2:00 PM - 12/11/16 5. Purpose for which the trip is being made Taking Recruits to Airport 6. Specific arrangements for class sessions (if applies) 7. Account Code . Budget \$ 0.00 Transportation (without tax) Additional Account Code _ Mode of Travel _Stater Vehicle \$ 30.00 _____ Meals Remarks _____ Lodging Registration Fee Incidental Expense (explain) \$ 30.00 **TOTAL** When using State vehicle, State Fueling Traveler's Signature. Systems must be used for purchases of fuel Ross Brunelle whenever possible. When not possible, Traveler Name (DI FACE DDIN only self-service islands of retail fuel outlets may be used Supervisor/Budget Code Administrator Vehicle(s) Assigned _ by Facilities Services (ext 7951) President/Vice President (Required for Out-of-State Travel) **CLERY ACT COMPLIANCE** Will you be staying more than 5 nights? Y N V Will students be traveling? $\prod N \prod Y$ When students are traveling and will be staying more than 5 nights, a copy of this form must be submitted to the ASU Police Department.