

Expense Form for Union College Math Conference

Traveler Information

Name: _____

Full Home Address: _____

Traveler Signature _____

SSN/EIN _____

Description of expenses

1. Travel (please give dates and itinerary, and include receipts)

2. Lodging (please give dates and include receipts)

3. Other (please describe and include receipts)

Finance Office: Please issue check for _____ from Acct # 4602, object code 8550.

Authorized by: _____