

# Executive Senate Travel Funding Request

Please provide your contact information and information about the conference or program.

<b>Name:</b>	<b>CWID:</b>
<b>Primary Phone:</b>	<b>Email:</b>
<b>Conference/Program:</b>	
<b>Date(s):</b>	<b>Location:</b>
<b>Council:</b>	<b>Club/Organization:</b> Please write "Individual" if requested travel individually

Please provide a summary of all expenses for travel to this conference or program.

Category	Cost	# of Students Traveling	Total Amount:
Registration			\$
Airfare			\$
Lodging			\$
Transportation			\$
Mileage Reimbursement			\$
Other (please list):			\$
<b>Total Travel Expenses</b>			\$

**Will you be requesting/receiving funding from a CSUF department?** **YES** **NO**

<p>If yes, please state 1) how much funding is being requested/has been received, 2) the department the funding is being requested/received from, and 3) if the funding has already been approved/the likelihood that it will be approved:</p>
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	<p>The requestor further acknowledges that they will complete all required pre-travel documentation before traveling and will, upon return, submit any necessary receipts, documentation and written travel report to the council financial officer/treasurer.</p>
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Student Requestor Signature

\_\_\_\_\_  
Date