

Request for Travel Authorization

Traveler's Name (please print): Cynthia Bower

Travel begins: 11 July 2010

Travel ends: 17 July 2010

Depart from: Residence

POV mileage-round trip to the airport: 18 miles

Office

City of residence: Fairbanks

Destination(s): New Orleans, LA

Purpose of travel: Leadership for Women in Science and Technology

(Approved ARS-115 Log # _____)

(Approved SF-182 Log # _____)

Mode of travel: Plane Train Gov't. vehicle POV

Other(explain) _____

Preferred departure info: AS128 (SEA), DL1052 (ATL), DL1861 (MSY)

Preferred return info: DL1560 (ATL), DL1061 (SEA), AS125 (FAI)

Seating preference: Aisle Window Frequent flyer # 80213884 (AlaskaAi)

Airport parking: Est. parking \$ _____

Rental car

Miscellaneous: Shuttle/bus/train

Phone calls

Taxi

Other(explain) _____

Will you be taking any leave during this trip? (Enter leave request in webTA)

Yes

No

Dates: _____

Any contributed non-USDA funds? (Explain)

Yes

No

Comments to travel arranger: _____

Gov't credit card: Yes

No

Charge to: Aquaculture

IPM

Germplasm

Admin

Employee signature: _____

Date: 31 December 2009

Recommending Official: _____

Date: _____

Approved

Disapproved

Reason: _____

Approving Official: _____

Date: _____