

Information needed to reimburse you for travel expenses.

Reimbursement – Workshop in Noncommutative Analysis June 4 & 5, 2016; The University of Iowa, Iowa City IA 52242. (Organizers: Ionut Chifan and Paul Muhly)

PLEASE FILL IN THE INFORMATION BELOW:
(please print all information)

YOUR NAME: _____
Last Name

First Name

YOUR HOME ADDRESS: _____

YOUR EMAIL ADDRESS: _____

DATE OF DEPARTURE *(when you left your home):* _____

TIME OF DEPARTURE: _____

DATE OF RETURN *(when you will return to your home):* _____

TIME OF RETURN: _____

EXPENDITURES:

<i>Date</i>	<i>Description of Expenditure</i>	<i>Amount of Expenditure</i>
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Please provide original passenger receipt and invoice/itinerary of plane ticket or copy of e-ticket that shows price and how it was paid and original receipts for limo/taxi, meals, and hotel expense. Please indicate miles if claiming mileage (mileage is reimbursed at .54/mile).

Please sign the attached ProTrav Acknowledgement of Expenses form.

Please give this form and the signed ProTrav Acknowledgement of Expenses form to the workshop organizers Ionut Chifan/Paul Muhly or mail to me at the address below.

*Thank you,
Margaret Driscoll
Department of Mathematics
14B MacLean Hall
The University of Iowa
Iowa City IA 52242*