

Sign-off Sheet of Funds Received for Travel

Date: _____

I, have received from _____ funds in the amount of \$ _____ to be used during travel to/from the Conference in _____.

I agree that this money will be used for meals and other expenses not covered by the conference meeting. I will not use the funds for any alcoholic, illegal substances, souvenirs or personal items. I understand that the funds given to me for the _____ travel are all inclusive. Therefore, I will not be reimbursed for any additional costs I incur.

Student Signature

Date