

THE OHIO STATE UNIVERSITY RESEARCH FOUNDATION

Social Security #		Travel Dept. – 1960 Kenny Road – Columbus, OH 43210 – (614) 292-2126	OH 43210 (5 digits)	(614) 292-2126 (6 digits)	Amount (5 digits)	Project (6-15 digits)	Program (5 digits)	User Def (6 digits)	Amount
Traveler's Name		Current Mileage rate as of 1/1/2007							
Month, Year									
Unit Name									

Travel Date	Time (overnight travel only)	Travel Points	Purpose of Trip	No. of Miles	Mileage Amount	Lodging	Meals			Misc. Expense	Total
							B	L	D		
		From:									
		To:									
		From:									
		To:									
		From:									
		To:									
		From:									
		To:									
		From:									
		To:									
		From:									
		To:									
		From:									
		To:									
		From:									
		To:									

	Total miles and amount:	Grand Total:
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Traveler's Signature	Date
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Please attach to RF Travel form GA-002; enter total mileage and dollar amount on Personal Auto line, enter total of lodging & meals on Lodging line.