**STATEMENT OF AUTOMOBILE TRAVEL**

**RESEARCH FOUNDATION OF SUNY**

Traveler’s Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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| Date | Departure | Time | Arrival | Time | Reason | Starting Mileage | Ending Mileage | Total Mileage |
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I certify that the travel indicated was necessary and on official business of the Research Foundation.

Signature of Traveler:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Signature of Supervisor:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_