

VOOK ORIGINAL

TRAVEL ORDER

OFFICE TRAVEL ORDER NO. 12-10-66
SERVICE TRAVEL ORDER NO.

NAME: [REDACTED] OFFICE PHONE: [REDACTED] GRADE: [REDACTED]

YOU ARE AUTHORIZED TO TRAVEL AND INCUR NECESSARY EXPENSES IN ACCORDANCE WITH REGULATIONS. THIS TRAVEL OR CHANGE OF OFFICIAL STATION, IF SO DESIGNATED, IS MADE FOR OFFICIAL PURPOSES AND NOT FOR YOUR PERSONAL CONVENIENCE.

PRIMARY MODE OF TRAVEL AND PURPOSE:
[REDACTED]
Traveling to [REDACTED] in respect of direct route [REDACTED]

TRAVEL DESTINATION		PER DIEM ALLOWANCE		AUTOMOBILE ALLOWANCE	
DOMESTIC	FOREIGN	MAXIMUM	OTHER (See below)	LESS PER DIEM NOT TO EXCEED COST BY COMMON CARRIER	LESS PER DIEM AS MORE ADVANTAGEOUS TO GOVT.
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]

ALLOWANCES AND SPECIAL PROVISIONS WITH REASONS:
[REDACTED]

DEPENDENT TRAVEL AUTHORIZED			PROCURE TRANSPORTATION BY		ESTIMATED COST OF TRAVEL	
NAME	DATE OF BIRTH	RELATIONSHIP	TRANSPORTATION REQUEST	CASH OR OTHER	[REDACTED]	
			DISPOSITION OF EFFECTS AUTHORIZATION		CERTIFY FUNDS ARE AVAILABLE	
			SHIPMENT FOR AUTHORIZED EXCESS BAGGAGE AUTHORIZED		OBLIGATION REFERENCE NO.	
			LBS AND MODE		CHARGE CGSC CENTER NO.	
			ADVANCE OF FUNDS REQUESTED		DATE	SIGNATURE OF B & P OFFICER

REQUESTING OFFICIAL			AUTHORIZING OFFICIAL	
NAME AND TITLE	COMPONENT	DATE	NAME AND TITLE	COMPONENT
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
SIGNATURE	DATE	SIGNATURE	DATE	

VRJ

