

Navajo Nation Trip Report

Name of Traveler: _____ TA Number: _____

Travel Date: (From) _____ (Return) _____ Report Date: _____

Time of Departure: _____ AM/PM Return Time: _____ AM/PM

Type of Vehicle Used: Tribal Private

Odometer Readings: Beginning: _____ Ending: _____ Total: _____ Miles Incurred

Purpose of Travel: _____

Person(s) Contact: _____

Accomplishments (Note: XVII.2): _____

*Justification for Unauthorized Expenses: _____

I certify that this trip report represents all expenses claimed by me while on official travel as stated herein.

Signature of Traveler

Date

Signature of Supervisor