



LOUISIANA STATE UNIVERSITY

TRAVEL SUPPLEMENTAL INFORMATION

AS350

Traveler		Contact	
Dept		Phone	
LSU ID		E-mail	
Destination			

Section A Travel Expenses Paid by LaCarte or CBA (not included on this Expense Report)

Date	Expense	Exp Repot #	Description	Amount
	Registration			
	Airfare			
	Luggage			
	Vehicle Rental/Gas			
	Hotel			
	Airport Parking			
	Other/Miscellaneous			
Total				

Section B Mileage Log (If web site mileage calculator not used)

Date	Odometer Beginning*	Odometer Ending*	Total Miles	Rate	Amount
Total					

Section C Meal Per Diem Log

Date	Time from Domicile	Time to Domicile	MEAL PER DIEMS			Destination	Amount
			Breakfast	Lunch	Dinner		
Total							