

Travel Report

Appointed/Elected Official Name

Position/Title

Reporting Period From (Date) To (Date)

Meeting/Conference Title

Location

Dates of Travel - FROM TO

Registration Fee \$ Shuttle/Car Rental \$

Airfare Cost \$ Per Diem/ Misc. \$

Lodging Cost \$ Mileage Cost \$

TOTAL COST \$

Please attach supporting documentation:

1. Receipts for all expenses
2. Agenda or meeting announcement

All reports and supporting documentation must be submitted quarterly to:

**Prairie Band Potawatomi Nation
Ethics Commission
P.O. Box 218
Mayetta, KS 66509**

Signature of Elected/Appointed Official Date

Reviewed by (Ethics Commissioner) Date