OFFICE OF STATE-FEDERAL RELATIONS
REPORT OF STATE AGENCY TRAVEL TO WASHINGTON D.C.
Please type or print clearly. Fax to: 512-463-1984

3-digit Agency Code: ________
Agency Name: _________________________

NAMES AND TITLES OF TRAVELLERS:
1. ______________________________________
2. ______________________________________
3. ______________________________________
4. ______________________________________
Date Arriving D.C.: ___/___/____
Date Departing D.C.: ___/___/____

PERSON REPORTING TRAVEL AGENDA:

<table>
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<tr>
<th>Name:</th>
<th>Title:</th>
<th>Department:</th>
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Date Arriving D.C.: ___/___/____
Date Departing D.C.: ___/___/____
Address: ________________________

PRIMARY Committees/Offices/Agencies/Organizations TO BE VISITED:

1. On Dates(s):
   Name: ________________________
   Org./Dept.: ____________________

2. On Dates(s):
   Name: ________________________
   Org./Dept.: ____________________

3. On Dates(s):
   Name: ________________________
   Org./Dept.: ____________________

PURPOSE OF TRIP

(CHECK AS MANY AS APPLY. PLEASE USE ONLY THE CATEGORIES LISTED):

1) Congressional Testimony*
2) Congressional Visit*
3) Agency Visit (General)*
4) Agency Visit (Grant Follow-up)
5) OSFR Visit
6) Public Interest Group or Professional Association Meeting, Conference, Convention, or Visit
7) Other (Please Specify:) ________________________

*If the purpose of the trip is a Congressional or General Agency Visit, please provide OSFR with an advance Courtesy Copy of the travel itinerary. If the purpose is to provide testimony to a Congressional Committee or Agency Rule-Making Authority, please provide OSFR with an advance Courtesy Copy of the testimony.
Submit original to:

Office of State-Federal Relations
Attn: Travel Recorder
P.O. Box 13005
Austin, Texas 78711

Fax #: (512) 463-1984

Fax or mail a copy to:

Leo Sayavedra
Vice Chancellor for Academic and Student Affairs
The Texas A&M University System
A&M System Building, Room 2051
200 Technology Way
College Station, Texas 77845-3424

OR

Campus Mailstop 1122

Fax #: (979) 458-6044