

Traveler name: \_\_\_\_\_ Dates of Trip: \_\_\_\_\_

If you attended/presented at a conference, workshop, or invited lecture, please just specify the event below and attach the full program for conference/workshops or the letter of invitation for individual lecturing events. If you met with colleagues, please specify the name of the institution or specific colleague names below. You can lump multiple dates into one section, if during that period you are doing the same thing. All dates of travel must be covered.

**Benefit to UH:** \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

From: \_\_\_\_\_ To: \_\_\_\_\_ Location: \_\_\_\_\_

Activities: \_\_\_\_\_

From: \_\_\_\_\_ To: \_\_\_\_\_ Location: \_\_\_\_\_

Activities: \_\_\_\_\_

From: \_\_\_\_\_ To: \_\_\_\_\_ Location: \_\_\_\_\_

Activities: \_\_\_\_\_

From: \_\_\_\_\_ To: \_\_\_\_\_ Location: \_\_\_\_\_

Activities: \_\_\_\_\_

From: \_\_\_\_\_ To: \_\_\_\_\_ Location: \_\_\_\_\_

Activities: \_\_\_\_\_

From: \_\_\_\_\_ To: \_\_\_\_\_ Location: \_\_\_\_\_

Activities: \_\_\_\_\_

**Signature of traveler:** \_\_\_\_\_ **Date:** \_\_\_\_\_