

STATE OF SOUTH CAROLINA
COMPTROLLER GENERAL'S OFFICE
TRAVEL SUPPORT DOCUMENT

AGENCY NUMBER 1

NAME 2 SOCIAL SECURITY NUMBER 3 DATE 4

RESIDENCE 5 OFFICIAL HEADQUARTERS 6

**MEALS & SUBSISTENCE ARE
REPORTABLE AS INCOME IF THERE
WAS NO OVERNIGHT STAY INVOLVED.

| | | | | **REPORTABLE IN OR OUT OF STATE | | | | 0520 | | | | | 0509 | | | 0237* | | |
|---|------------|------|----------|---|--------------|---------------|-------------|-------|---------|--------------|----------------|---------------------------|------------------|----------------|--------------------------------|-----------------------------|----|---------|
| | | | | NON-REPORTABLE---IN STATE | 1 | 0504 | 0172 | 0501 | 0502 | 0503 | 0505 | 0506 | 0508 | 0507 | 0232* | | | |
| | | | | NONREPORTABLE---OUT OF STATE | 2 | 0514 | 0172 | 0511 | 0512 | 0513 | 0515 | 0516 | 0518 | 0517 | 0232* | | | |
| DATE MO - DA | DEP ARR | TIME | AM PM | DESTINATION OF TRAVEL DEPARTURE DESTINATION RETURN | 1 OR 2 | AUTO MILES | PER DIEM | MEALS | LODGING | AIR TRANS | OTHER TRANS | MISC TRAVEL EXPENSE | SUBSIST ALLOW | REGIST FEES | NONSTATE EMPLOYEE TRAVEL | TOTAL | | |
| 7 | 8 | 9 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 | 21 | 22 | | |
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| I hereby certify or affirm that the above expenses were actually incurred by me as necessary traveling expenses in the performance of my official duties; any meals or lodging included in a conference or convention registration fee have been deducted from this travel claim, and that this claim is true and correct in every material matter and conforms with the requirements of state laws, rules and regulations. | | | | | | | | 0502 | | | | | 0509 | | 0237* | TOTAL | | |
| | | | | | | | | 27 | | | | | | | 33 | | 36 | 38 |
| | | | | | 1 | X | 23 | 24 | 26 | 28 | 29 | 30 | 31 | 32 | 34 | 35 | 37 | TOTAL 1 |
| | | | | | | 25 | | | | | | | | | | | | |
| | | | | | 2 | X | 23 | 24 | 26 | 28 | 29 | 30 | 31 | 32 | 34 | 35 | 37 | TOTAL 2 |
| | | | | | | 25 | | | | | | | | | | | | |
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| | | | | | | | | | | | | | | | | | | |
| SIGNATURE 42 | | | | | | | | | | | | | | | | GRAND TOTAL | 41 | |
| STARS FORM 62 3-96 | | | | | *USE T.C 640 | | | | | | | | | | | TRAVEL ADVANCE (0599) \$ 43 | | |