

CALIFORNIA STATE UNIVERSITY, FULLERTON STATEMENT OF PURPOSE

Travel Document # _____

Travel Dates: _____ to: _____

Location(s): _____

Purpose of Trip: _____

An agenda, program, flyer or e-mail was not available for this meeting or University business trip.

Print Traveler's Name

Traveler's Signature

Date

(Complete, sign and attach form to each Travel Expense Claim for a meeting or University business trip when an agenda, program, flyer or e-mail was not available)