

Instructions for obtaining travel reimbursement

To be reimbursed for your travel you must fill out a Princeton University Non Employee Travel Voucher. Travel reimbursement will be processed by Princeton University. The voucher can be obtained at the conference - this will be announced. Should you have failed to get a voucher during the conference or need a new voucher please contact Christopher Skinner (contact info below). The following are very important for ensuring smooth processing of your reimbursement.

- Fill out all lines marked with an X. At the space labeled 'Host' put CHRISTOPHER SKINNER.
- INCLUDE YOUR E-MAIL ADDRESS.
- Original boarding passes and receipts are required for processing payment. If this is an issue please contact Christopher Skinner.
- Include all travel receipts (plane ticket, ground transportation, etc.) with the voucher when you mail it in.

Return the voucher and receipts to:

Erma Dinardo
Princeton University
Department of Mathematics
Washington Road - 304 Fine Hall
Princeton, NJ 08544-1000

E-mail address for Christopher Skinner: cmcls@princeton.edu
(put 'UCLA conference' in the subject)