



Travel Voucher

Payee's Name <i>(First, M.I., Last)</i>	Social Security Number
Mailing Address	Office Telephone Number

For Travel and Other Expenses		Applicable Specific Travel Order -- Relocation	Type of Relocation
From <i>(Date)</i>	To <i>(Date)</i>		

Travel Advance		
Outstanding \$	Amount to be applied \$	Balance to remain outstanding \$

Check One:

Transportation *(Air or Rail)* paid by:

Personal Credit Card

GTA *(Credit Card — Government Transportation System)*

Other. Specify: _____

<p>* FRAUDULENT CLAIM--Falsification of an item in an expense account works a forfeiture of the claim (28 U.S.C. 2514) and may result in a fine of not more than \$10,000 or imprisonment for not more than 5 years, or both (18 U.S.C. 287; id. 1001).</p> <p>Signature of Payee</p> <p>Date</p> <p>Title of Payee</p> <p>Authorized Approving Official's Signature</p> <p>Title</p>	<p>AMOUNT CLAIMED ▶</p> <p>Differences:</p> <p>Total verified correct for charge to expense</p> <p>Applied to outstanding travel advance</p> <p>NET TO TRAVELER ▶</p>	<p>Dollars</p>	<p>Cents</p>
* Certified correct. Payment or Credit has not been received.			

Finance Number	Future Use	Sub-Location	Account	Amount

The collection of this information is authorized by 39 U.S.C. 1001 and 2008. This information will be used to account for your official duty travel and relocation expenses. As a routine use, this information may be disclosed to a congressional office at your request; to OMB for review of private relief legislation; to a labor organization as required by NLRA; where pertinent in a legal proceeding to which the USPS is a party; to an appropriate law enforcement agency for investigative or prosecutorial purposes; to a government agency where relevant to a hiring, contracting, or licensing decision by the requesting agency; to a government agency in order to elicit information relevant to a hiring, contracting, or licensing decision by the USPS; to an expert or consultant under contract with the USPS to fulfill an agency function; to the Federal Records Center for storage; to the Equal Employment Opportunity Commission for investigating a formal EEO complaint filed against USPS under 29 CFR 1613; to an independent Certified Public Accountant during an official audit of USPS finances; and to the Merit System Protection Board or Office of Special Counsel for proceedings involving possible prohibited personnel practices. The completion of this form is voluntary; however, if this information is not provided, you may not be reimbursed for your travel and relocation expenses.

