



ACKNOWLEDGEMENT OF TRAVEL ADVANCE

Date: _____

This letter is to verify that the students listed below received by way of cash _____ for the _____
Amount

Event. By signing their name below, the students assume responsibility from this point forward for reimbursing Lamar State College-Port Arthur any money not used for travel purposes. All receipts for expenditures must be turned in or recipient will be responsible for cash shortage. Any cash not spent on food is to be returned to Raymond Mathers by _____
Monday Date after event along with receipts.

\$ _____
Amount Date

Student Name	ID #	Signature	Date

Witnessed by:

 Sponsor Name
 LSCPA Sponsor

 Date