

**Science and Technology Center in Ukraine
Request and Authorization for Travel and Advance Pay
(Project Travel)**

Attention: If some expenses are paid by bank transfer (besides payments to requester's bank account) use Form 10P+transfer	Увага: Якщо деякі витрати оплачуються через банк (крім переказів на рахунок відряджаемого) використовуйте Form 10P+transfer
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1. Travel Authorization Number _____
(Assigned by the Treasurer)

2. Project No. _____

3. Full Name (In English) _____
(Ivanov Ivan Ivanovich)

3a. Full Name (In Ukrainian) _____
(Іванов Іван Іванович)

4. Telephone Number _____ E-Mail Address _____

5. Approximate Numbers of Days _____

6. Travel to begin on (Date) _____

7. Travel Itinerary _____

8. Purpose of Travel _____

9. Mode of Transportation _____

10. Foreign Passport Number: _____
(For outside of country of residence only)

Issue body: _____

Date of issue: _____

11. Indicate Yes or No below, if you need a letter of support from the STCU to the Embassy of the country of destination: _____ YES, I need a letter of support or _____ NO, I do NOT need a letter of support

12. Estimated Cost:

Nature of Expense	TOTAL COST: USD or USD Equivalent
1	2
Transportation	
Lodging	
M&IE	
Registration fee	
Hotel reservation	
Other	
Total:	

13. Project Manager _____ Date _____

14. Project Coordinator _____ Date _____

15. Deputy Director _____ Date _____
(for outside of country of residence only)