

Priority: _____

**Department of Philosophy
Marquette University
Request for Department Travel Funds
(For travel to be completed between July 1, 2007 and June 30, 2008)**

1. Name _____ 2. Today's Date _____

2. Conference _____

3. Location _____

4. Date(s) of Conference _____

5. Reason(s) for Attending:

_____ Conference Organizer

_____ Commenting on Paper

_____ Chairing Session

_____ Panel Discussant

_____ Presenting Paper

_____ Attending

_____ Paper is Refereed

_____ Other

6. Additional Comments _____

Estimated Costs	
Airfare	\$
Mileage (If driving) # of miles X 0.485 per mile	\$
Hotel	\$
Meals (dept will reimburse up to \$60 per diem)	\$
Registration	\$
Other	\$

For Dept Use Only
Date:
Amount of Award:
Initials: