

JOHNSON COUNTY COMMUNITY COLLEGE TRAVEL ITINERARY FOR ART ACQUISITION

This document is the Travel Itinerary For Art Acquisition form that is contemplated by the Johnson County Community College Policy Regarding the Payment of Certain Expenses Incurred in Connection With the Acquisition of Art.

1. Name: _____

2a. Travel _____
Destination: _____

2b. Date Leaving: _____

Date Returning: _____

3. Estimated Meal and Travel Expenses:

a. Air Fare: \$ _____

b. Transportation: \$ _____

c. Meals: \$ _____

d. Lodging: \$ _____

(name of hotel) _____

e. Rental Car: \$ _____

f. Other: \$ _____

4. Purpose of Trip - Describe in detail the type of art and artists (if applicable), the location of the galleries or art fairs to be visited, and other pertinent factors connected with the reason for the trip to acquire art (attach a separate sheet if necessary):

5. Approval: _____

Date: _____

Print Name _____

Signature: _____