



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 _____ by _____
Monday Date after event along with receipts.

\$ _____
Amount Date

| Student Name | ID # | Signature | Date |
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Witnessed by:

 Sponsor Name
 LSCPA Sponsor

 Date