

COMPTROLLER TRAVEL POLICY MANUAL

 NORTHERN ARIZONA UNIVERSITY	POLICY: TRV 545-04
	Section: 500 Travel
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	Responsible office: Comptroller
	Origination date: 01/01/2000
Subject: Out-of-State Travel	Effective date: 01/01/2000
Source: University Policy State of Arizona Travel Policy State of Arizona Travel Policy Supplements I - V A.R.S. §38-621 through A.R.S. §38-627	Revision date: 08/10/2009

PURPOSE

To provide policy on the additional requirements for travel on university business that is out-of-state.

LINKS

[Exhibit J form](#)

[Out-of-State Request for Multiple Representation form](#)

POLICY

TRV 545-04: Other Out-of-State Restrictions

1. Out-of-state restrictions are highlighted in the following policy points:
 - a. [TRV 520-05: Examples of Activities or Exceptions to Policy that Require Authorization items 2, 5, 7](#)
 - b. [TRV 525-04: Use of a Personal Motor Vehicle item 2\(a-d\)](#)
 - c. [TRV 525-06: Rental Cars item 2](#)
 - d. [TRV 565-03: Maximum Reimbursement Rates item 2](#)