

COMPTROLLER TRAVEL POLICY MANUAL

	<b>POLICY: TRV 545-01</b>
	Section: 500 Travel
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	Responsible office: Comptroller
	Origination date: 01/01/2000
<b>Subject: Out-of-State Travel</b>	Effective date: 01/01/2000
Source: University Policy <a href="#">State of Arizona Travel Policy</a> <a href="#">State of Arizona Travel Policy Supplements I - V</a> <a href="#">A.R.S. §38-621 through A.R.S. §38-627</a>	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**

<b>TRV 545-01: General Policy</b>	
1. Out-of-state travel is to follow standard university travel policy with the exceptions and additional guidance that is outlined in this section.	