


COMPTROLLER TRAVEL POLICY MANUAL

	POLICY: TRV 560-05
	Section: 500 Travel
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	Responsible office: Comptroller
	Origination date: 01/01/2000
Subject: Avoiding Appearance of Personal Benefit	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 treatment of travel reimbursements that have the potential of the appearance of personal benefit.

POLICY

TRV 560-05: Optional Event Registration Fees	
1. Optional registration fees such as those for recreational or social activities should not be reimbursed unless they can be tied to a specific business purpose and supported with documentation.	