

TRAVELER'S NAME			FORM CD-370 A (Rev. H-10)														U.S. DEPARTMENT OF COMMERCE			
TRAVEL VOUCHER - CONTINUATION SHEET (SCHEDULE OF EXPENSES AND AMOUNTS CLAIMED)																				
DATES →			MO.	DAY	MO.	DAY	MO.	DAY	MO.	DAY	MO.	DAY	MO.	DAY	MO.	DAY	MO.	DAY	TOTALS	
I T I N E R A R Y	F R O M	CITY AND STATE																	TRANSFER THESE TOTALS TO SECTION D ON VOUCHER FRONT. IF ADDITIONAL DAYS ARE REQUIRED, USE CONTINUATION SHEET (FORM CD-370A)	
	T O	CITY AND STATE																		
1. P E R D I E M	M&IE																		1. TOTAL NO. DAYS	
	LODGING AMOUNT																		TOTAL PER DIEM CLAIM	
	TOTAL																		\$	
2. P O V	MILEAGE																		2. TOTAL NO. MILES	
	CENTS PER MILE																		TOTAL MILEAGE AMOUNT	
	AMOUNT																		\$	
3. O T H E R T R A V E L	PARKING, TOLLS, ETC.																		3. TOTAL OTHER TRAVEL	
	STORAGE OF HOUSEHOLD GOODS		TOTAL WEIGHT OF GOODS	ACTUAL CHARGES		COMMUTED RATE		CLAIM LESSER AMOUNT										\$		
4. C A R R E N T A L	<i>(Receipt and Car Rental Agreement Required)</i>																		4. TOTAL CAR RENTAL	
5. C O M M O N C A R R I E R	PLANE, BUS, TRAIN <i>(Paid by Traveler)</i>	AMOUNT <i>(Receipt Required)</i>																	5. TOTAL COMMON CARRIER	
		NO. OF TRIPS																		
	TAXI, LIMO, LOCAL BUS, SUBWAY	DAILY EXPENSE																	\$	
		TRANSPORTATION OF HOUSEHOLD GOODS — PAID BY TRAVELER <i>(Weight Cert. or Bill of Lading Required)</i>	TOTAL WEIGHT OF GOODS SHIPPED	COMMUTED RATE		TOTAL		ADDITIONAL ALLOWANCES		TOTAL TRANSPORTATION OF HOUSEHOLD GOODS										
6. A C T U A L S U B S I S T E N C E	BREAKFAST <i>(Include Tips)</i>																		6. TOTAL NO. DAYS	
	LUNCH <i>(Include Tips)</i>																			
	DINNER <i>(Include Tips)</i>																			
	LODGING <i>(Receipt Required)</i>																			
	TIPS <i>(Porter, etc.)</i>																			
	OTHER																			
TOTAL <i>(Cannot exceed amount authorized. See DOC Travel Handbook.)</i>																		TOTAL ACTUAL SUBSISTENCE		
																		\$		
7. M I S C E L L A N E O U S E X P E N S E S	<i>(Telephone, Lodging Taxes, Laundry (domestic only)) [Receipts are required for expenses over \$75.00]</i>																		7. TOTAL MISC.	
																		\$		
REMARKS/ EXPLANATION/ CERTIFICATION STATEMENTS																				