

## COMPTROLLER TRAVEL POLICY MANUAL

|  |                                 |
|--|---------------------------------|
| <b>STATE OF ARIZONA</b>  | <b>POLICY: TRV 515-05</b>       |
|  | Section: 500 Travel             |
|  | Page 1 of 1                     |
|  | Responsible office: Comptroller |
|  | Origination date: 01/01/2000    |
| <b>Subject: General Travel Policy</b>  | Effective date: 01/01/2000      |
| Source: University Policy<br><a href="#">State of Arizona Travel Policy</a><br><a href="#">State of Arizona Travel Policy Supplements I - V</a><br><a href="#">A.R.S. §38-621 through A.R.S. §38-627, A.R.S. § 35-192.02</a> | Revision date: 07/01/2013       |

### PURPOSE

To provide overarching policy on employee travel expenses and reimbursements.

### LINKS

[Annual Travel Certification Form \(ELECTRONIC\)](#) [Exhibit J Form](#)

[Annual Travel Certification Form \(PDF\)](#)

### POLICY

**TRV 515-05: Efficient and Cost Effective Travel Practices**