UNIVERSITY of HOUSTON | RESEARCH

TRAVEL AGENDA AND TRIP REPORT

Traveler Name: _____ **Dates of trip:** _____

Describe the essential nature of the travel and how this trip was beneficial to the University:

DAILY AGENDA		
Date	**Location** (City/Country)	**Activities** Include names of persons met with and their affiliation.

Signature of Traveler: _____ **Date:** _____