☐ *Original* ☐ *Amendment*

# U.S. House of Representatives
# 110th Congress

# MEMBER / OFFICER
# POST-TRAVEL DISCLOSURE FORM

This form is for disclosing the receipt of travel expenses from a private source for meetings, speaking engagements, fact-finding trips or similar events in connection with official duties. You need not disclose government-funded or political travel on this form, or travel that is unrelated to official duties. This form does not eliminate the need to report all privately-funded travel on the Member or officer's annual Financial Disclosure Statement. In accordance with clause 5 of House Rule 25, complete this form and file it with the Clerk of the House of Representatives, B-106 Cannon House Office Building, within **15 days** after travel is completed. The Clerk is to make these forms available to the public as soon as possible after they are received. *Obtain the dollar amounts from the sponsor; if exact dollar amounts are unavailable, provide a good faith estimate.*

Name of Member or Officer (print or type): _____

Name of Accompanying Family Member (if any): _____

Relationship to Member/Officer: ☐ Spouse ☐ Child ☐ Other (specify): _____

Date of Departure and Date of Return: _____

Dates at personal expense: _____

Itinerary (cities of departure – destination – return): _____

_____

Sponsor(s) (who paid for the trip): _____

_____

Describe meetings and events attended (attach additional pages if necessary): _____

_____

_____

Attached to this form are EACH of the following (*signify "yes" for each item by checking the corresponding box*):

1. ☐ the Private Sponsor Travel Certification Form completed by trip sponsor, including all attachments;
2. ☐ the Privately-Sponsored Travel Approval Form completed by the Member or officer; ***and***
3. ☐ the Committee on Standards' letter approving my participation on this trip.

I represent that I participated in each of the activities reflected in the sponsor's agenda (*signify "yes" by checking box*): ☐

If not, explain: _____

_____

**TRIP EXPENSES:**

| | Total Transportation Expenses | Total Lodging Expenses | Total Meal Expenses |
|---|---|---|---|
| For Member or Officer: | | | |
| For accompanying family member: | | | |

| | Other Expenses (dollar amount) | Specific Nature of Expenses (*e.g.*, taxi, parking, registration fee, etc.) |
|---|---|---|
| For Member or Officer: | | |
| For accompanying family member: | | |

I certify that the information contained in this form is true, complete, and correct to the best of my knowledge. I have determined that all of the expenses listed above were necessary and that the travel was in connection with my duties as a Member or Officer of the U.S. House of Representatives and would not create the appearance that I am using public office for private gain.

SIGNATURE OF MEMBER OR OFFICER: _____

DATE: _____

*Version date 4/2007 by Committee on Standards of Official Conduct*