

# STIC CDPA Travel Timesheet

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Travel timesheets must be turned in with corresponding program timesheets each Friday.

STIC 135 East Frederick Street Binghamton, NY 13904

Personal Assistant: \_\_\_\_\_

Payroll Week: \_\_\_\_\_ to \_\_\_\_\_  
Thursday                      Wednesday

Date	From		To		Travel Time
	Consumer's name and complete address	Office use only	Consumer's name and complete address	Office use only	
<b>PAGE TOTAL</b>					

By signing below I certify that all travel indicated includes only time that I have actually spent traveling and understand that any deliberate discrepancies or misrepresentation of my travel may result in disciplinary action or dismissal or loss of eligibility to work in a STIC program.

Personal Assistant Signature: \_\_\_\_\_ Date: \_\_\_\_\_