



**COLLEGE OF EDUCATION**  
**BLANKET TRAVEL AUTHORIZATION**

Name: \_\_\_\_\_

Purpose of Travel: \_\_\_\_\_

Beginning Date: \_\_\_\_\_ Ending Date: \_\_\_\_\_

Explanation/Summary of Projected Travel:

Employee Signature: \_\_\_\_\_ Date: \_\_\_\_\_

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College Operations Manager Approval \_\_\_\_\_ Date \_\_\_\_\_

Index: \_\_\_\_\_ Account Code: \_\_\_\_\_

ROUTE COMPLETED FORM TO: Jamie Baker, Colleges of Business & Education,  
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