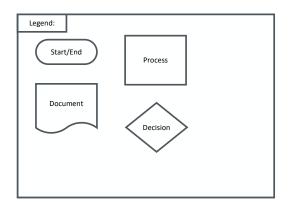
Travel Reimbursement Enter travel Enter travel Initiates reimbursement via reimbursement Initiates reimbursement via reimbursement email. report in Chrome email. Claim Voucher. River. Complete TDNext Complete TDNext Review and Approve Chrome **Travel Travel** Reimbursement. Reimbursement. River report. (1)(2-3)(1)Distributes reimbursement Reviews Chrome River report via mailed check or direct



Notes:

and approves or returns for

corrections/clarification.

- 1. If a receipt is lost, complete an Affidavit of Lost Receipt.
- 2. If any edits or additions are needed, please comment and "return" in Chrome River.
- 3. After traveler "approves," report moves through approval queue.

| FILENAME | |
|-------------------------|----------|
| Travel Reimbursement BP | |
| DRAWN BY | REVISED |
| Bbarry | 11/30/22 |

deposit (based on

reimbursee's selection).