Texas A&M AgriLife Extension Service

The Texas A&M University System

Extension Activity and Travel Report to County Commissioner Court

Name: _____ Title: _____

County: _____ Month: _____

DATE	Monthly Activities/Travel	MILES	MEALS	LODGING
GRAND TOTAL OF MILEAGE, MEALS & LODGING		0	0	0

Other expenses (list) _____

	CURRENT MONTHS CONTACTS						
Extension Office Visits by Clientele	Site Visits Farm, Home, Project Ranch, Business, Etc.	Telephone	Mail	Total Individual Contacts	Total Contact Hours in Group Methods	Media News Articles, TV/Radio, Etc	Newsletters Written

MAJOR PLANS FOR NEXT MONTH	
DATE	ACTIVITY

I hereby certify this is a true and correct report of activities, travel, and other expenses incurred by me in performance of official duties for the month shown.

Date: _____ Signed: _____

Submit