

Non-Employee Certification

Report Key: \_\_\_\_\_

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

Phone: \_\_\_\_\_

E-mail: \_\_\_\_\_

Mailing  
Address: \_\_\_\_\_

\_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Department: \_\_\_\_\_

Amount: \$ \_\_\_\_\_

- Student
- Spouse
- University Guest
- Other: \_\_\_\_\_

I hereby certify that the above is a true statement of travel or entertainment expenses incurred by me in accordance with the rules of the University of California and that such travel or entertainment was relative to official university business and not of the type an individual would undertake in a personal rather than official capacity.

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Non-Employee Signature / Date