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Manhattan, Kansas 66502  
(785) 564-6700



900 SW Jackson, Room 456  
Topeka, Kansas 66612  
(785) 296-3556

Jackie McClaskey, Secretary

Governor Sam Brownback

## **TRAVELER AGREEMENT**

This travel agreement will confirm the understanding between \_\_\_\_\_ (Traveler) and the Kansas Department of Agriculture (KDA). The traveler has submitted his/her application and been approved for travel to Argentina for participation in a beef genetics trade mission July 24-30, 2017.

This agreement will be for travel to the above-mentioned event and will cover partial expenses as allowed by the United States Livestock Genetics Export, Inc. (USLGE). Through participation in this mission, KDA will utilize USLGE funding towards airfare for the traveler. All other expenses are the responsibility of the traveler, and may include ground transportation, parking, lodging and meals. The traveler will be responsible for reimbursement to KDA for any other unforeseen expenses KDA may incur on behalf of the traveler.

KDA will not provide insurance coverage during the time of travel. It is strongly encouraged that you purchase additional medical insurance if you will not be covered under your current insurance plan. Additionally, once the ticket is booked, you will be responsible for paying for your airfare or the change fees associated with your ticket if you are unable to go. If the trip is canceled by KDA, you will not be responsible for the airfare costs.

KDA is not in a position to predict or prevent terrorist activity or other travel hazards and cannot be responsible for any harm, illegal detention or other mishap that may occur during travel. The traveler must acknowledge that the hazards of travel, including the threat of terrorist activity, are risks that must be assumed by each traveler. The traveler shall hold KDA harmless for any costs, damages or fees incurred or imposed as the result of any negligent, reckless or intentional conduct by you or any third party.

The Provisions found in Contractual Provisions Attachment (Form DA-146a, Rev. 06-12), which is attached hereto, are hereby incorporated in this contract and made a part thereof.

I accept the foregoing terms:

\_\_\_\_\_  
Sign and Date