

# ACUPCC Carbon Footprint Air Travel Mileage Form

As a charter signatory of the American College and University Presidents Climate Commitment (ACUPCC), Luther College has committed to keeping an inventory of its greenhouse gas emissions on an annual basis as part of the process to reduce our carbon footprint. This commitment requires that we gather information related to all faculty, staff, and student air travel miles paid for and/or reimbursed by the college, **as well as college visitors flown to Luther on college expense**. Please fill in the following information regarding your recent trip and return the form with your expense report. If you wish, you may attach a copy of your flight itinerary.

Name \_\_\_\_\_

Dates of Trip \_\_\_\_\_ Destination \_\_\_\_\_

Total Trip Air Miles (check flight itinerary) \_\_\_\_\_

Number of Persons in Travel Group:

\_\_\_\_\_ Faculty    \_\_\_\_\_ Staff    \_\_\_\_\_ Student    \_\_\_\_\_ Visitor

**If mileage is not known, please record your itinerary below:**

\_\_\_ Round Trip    \_\_\_ Multi-City Trip

Departing from \_\_\_\_\_ And on to \_\_\_\_\_

Then flying to \_\_\_\_\_ And on to \_\_\_\_\_

And on to \_\_\_\_\_ And on to \_\_\_\_\_

**Thank you for helping us calculate Luther's carbon footprint.  
Please turn this form in with your expense report.**

If you have questions about the form, please contact Caleb Mattison,  
Campus Sustainability Coordinator, at [mattca01@luther.edu](mailto:mattca01@luther.edu).

*If possible, please print this form on the un-used side of previously used paper.*