

SAM HOUSTON STATE UNIVERSITY  
AFFIRMATION, WAIVER, AND LIABILITY RELEASE  
Out - of - Country Travel by SHSU Student or SHSU Employee

Traveler's Name: \_\_\_\_\_

Date of Trip: \_\_\_\_\_

Original Point: \_\_\_\_\_

Destination Point: \_\_\_\_\_

Purpose:

Supervisors ( if any ): \_\_\_\_\_

In exchange for permission and other good and valuable consideration given to the undersigned person by Sam Houston State University to take the above trip, the undersigned person or his/her estate hereby releases, discharges and "holds harmless" Sam Houston State University, its regents and employees ("the University"), from any and all liability arising in connection with the undersigned person's participation in the above-described program or activity. Further, the undersigned person specifically releases and waives any and all claims(s) against the University for injury, damage, other loss of whatever kind, or death arising from acts or omissions of the University and/or any other person (whether natural, corporate or otherwise), regardless except for acts or omissions that are grossly negligent. Such release shall not include benefits, including insurance, that are customarily due state employees.

The undersigned person further affirms that he/she understands the risks and dangers inherent in the above-described program or activity; participates therein freely and without guarantee or compulsion; and is of lawful age and legally competent and empowered to sign this affirmation, waiver and release; and he/she signs the same voluntarily.

\_\_\_\_\_  
Date

\_\_\_\_\_  
(Traveler's Signature)

Processing instructions: This form is effective 10/1/03 and is to be completed prior to departure by each employee and student of Sam Houston State University traveling outside the continental United States, Alaska, and Hawaii, regardless of whether travel reimbursement is requested or not. This form must be on file as a condition of being permitted to travel. Faculty and staff must submit both to the SHSU Administrative Accounting Office for review and submission for final approvals.