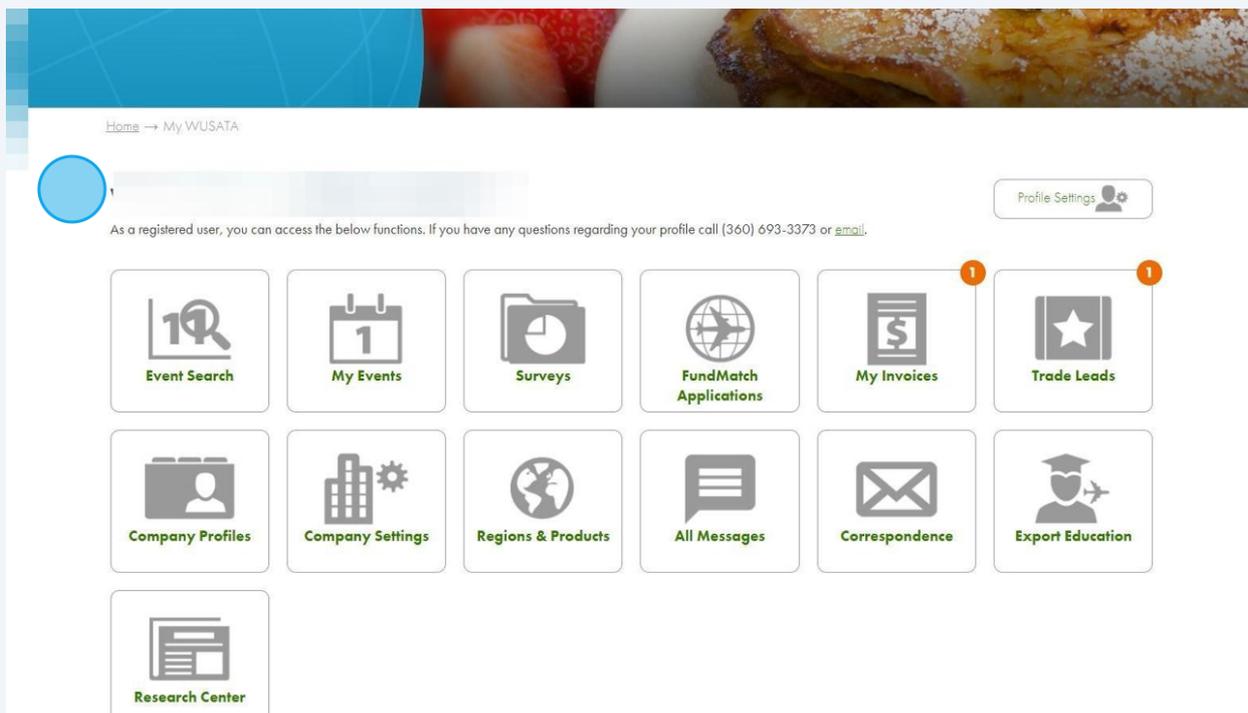


Downloading ATO Travel Notification for Claim Submission



1 Navigate to <https://www.wusata.org/signin>

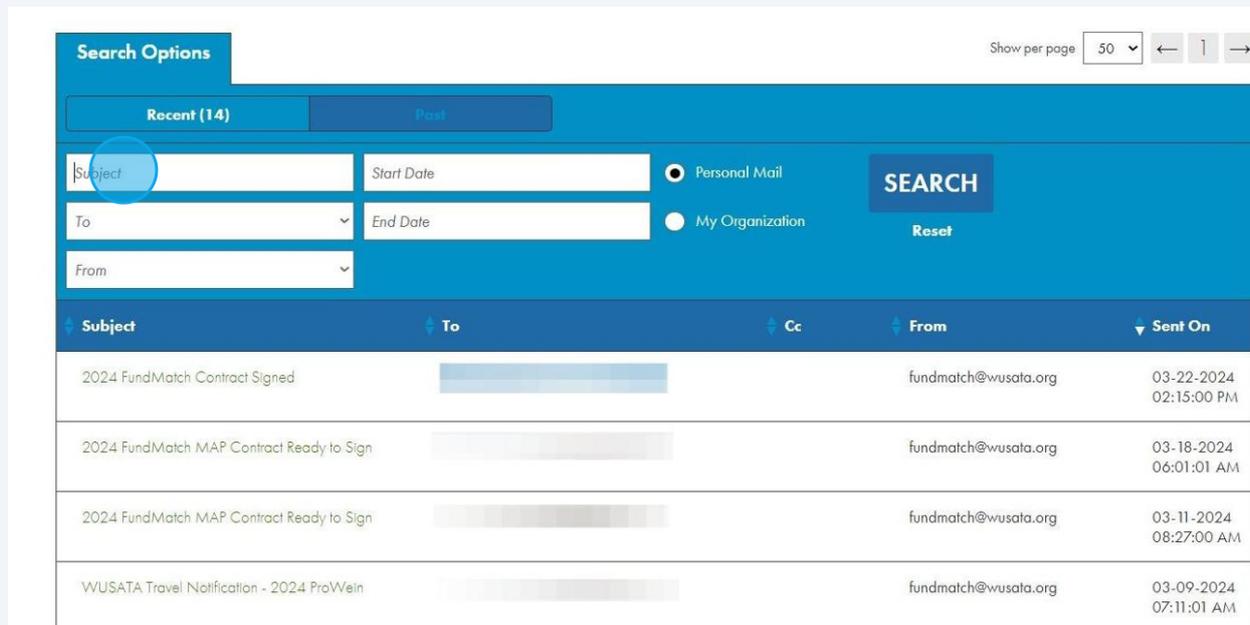
2 After logging in, your dashboard page appears showing different tiles for selection.



3 Click "Correspondence" tile to view emails sent to your company.



4 Click the "Subject" field and type "travel notification" and/or the name of trade event. Or simply scroll through the emails to find the particular travel notification for your claim.



5 Click "search" if you typed in the subject field.

The screenshot shows the 'Search Options' interface. At the top right, there is a 'Show per page' dropdown set to 50 and a page indicator '1'. Below this are two tabs: 'Recent (14)' and 'Past'. The main search area contains several input fields: 'Travel Notification' (with a blue circle around it), 'Start Date', 'To', 'End Date', and 'From'. There are also radio buttons for 'Personal Mail' (selected) and 'My Organization'. A prominent blue 'SEARCH' button is highlighted with a blue circle, with a 'Reset' link below it. At the bottom, there is a header for the search results with columns: Subject, To, Cc, From, and Sent On.

6 Example: Click "WUSATA Travel Notification - 2024 ProWein"

The screenshot shows the search results interface. The search options are the same as in the previous screenshot. The search results table has the following data:

Subject	To	Cc	From	Sent On
WUSATA Travel Notification - 2024 ProWein			fundmatch@wusata.org	03-09-2024 07:11:01 AM

At the bottom right, there is another 'Show per page' dropdown set to 50 and a page indicator '1'. A blue circle highlights the subject of the first result.

7

Screenshot the entire travel notification showing all the important information. Please ensure file is PDF, JPEG, and/or PNG formats when uploading for online claim submission. Information is blurred for confidentiality purposes.

Home → My WUSATA → Correspondence → WUSATA Travel Notification - 2024 ProWein

WUSATA Travel Notification - 2024 ProWein

From: fundmatch@wusata.org
To: AgBerlin@usda.gov, [Redacted]
Sent: 3-9-2024



[About Us](#) [Programs](#) [Resources](#) [Events](#) [Contact](#)

Dear FAS Staff,

We wish to inform you that the following FundMatch Program participant will be taking part in a trade show or trade mission in your market.

This is a travel notification for the 2024 ProWein trade show in Germany.

Travel Information:

Company: [Redacted]
Phone: [Redacted]
Traveler 1: [Redacted]
Travel Dates: 03-06-2024 - 03-13-2024
Traveler 2: [Redacted]
Travel Dates: 03-14-2024 - 03-13-2024

This is an automated email.