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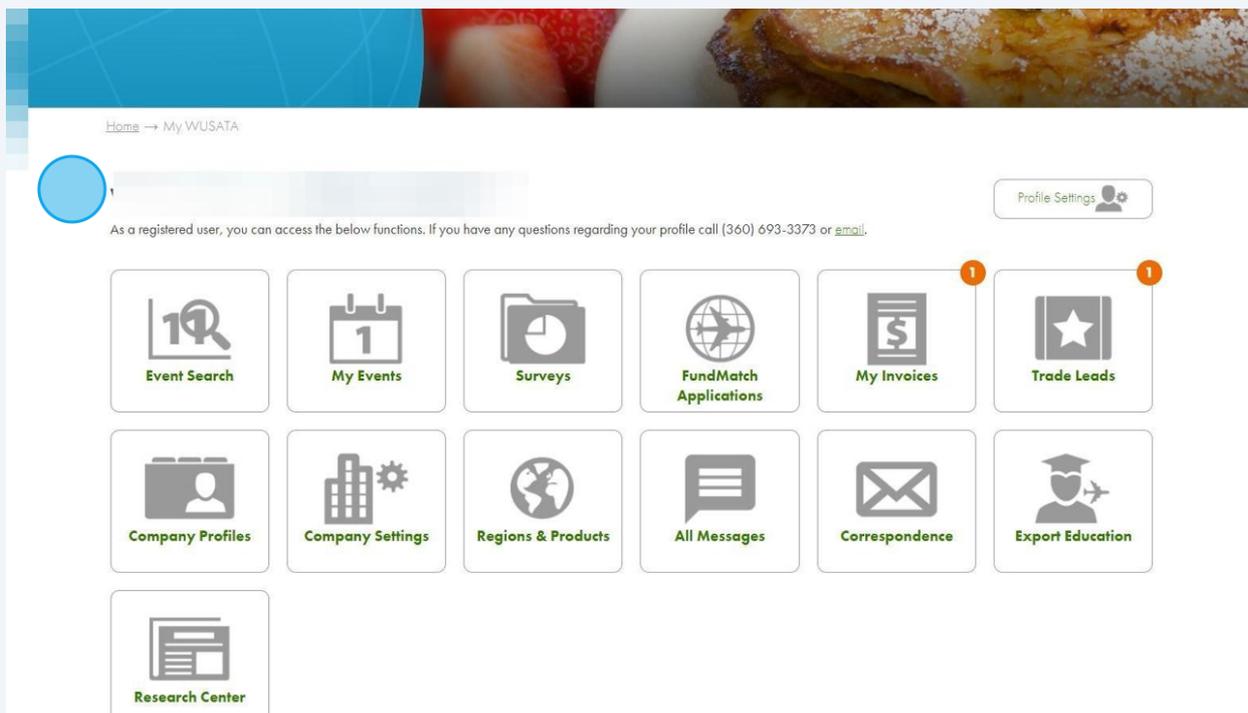
3 Click "Correspondence" tile to view emails sent to your company.

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.

Subject	To	Cc	From	Sent On
2024 FundMatch Contract Signed			fundmatch@wusata.org	03-22-2024 02:15:00 PM
2024 FundMatch MAP Contract Ready to Sign			fundmatch@wusata.org	03-18-2024 06:01:01 AM
2024 FundMatch MAP Contract Ready to Sign			fundmatch@wusata.org	03-11-2024 08:27:00 AM
WUSATA Travel Notification - 2024 ProWein			fundmatch@wusata.org	03-09-2024 07:11:01 AM
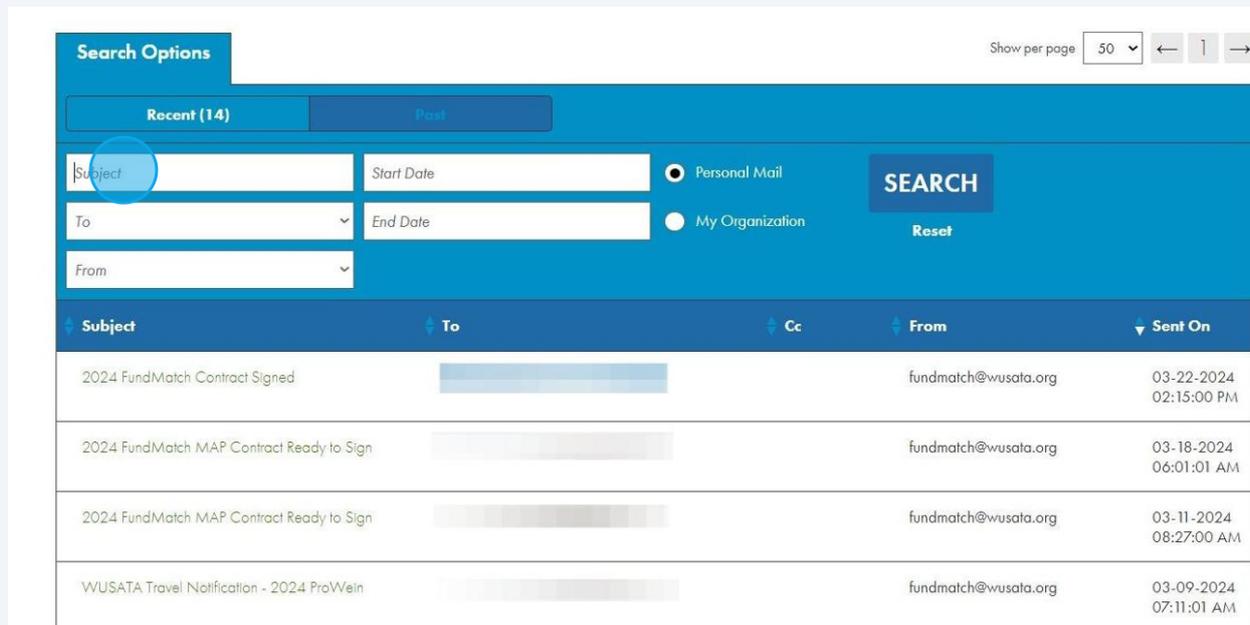
5 Click "search" if you typed in the subject field.

Search Options

Show per page 50 ⌄ ← 1 →

Recent (14)	Past

Travel Notification | Start Date | ● Personal Mail | SEARCH
To ⌄ | End Date | ○ My Organization | Reset
From ⌄ | | |

⇕ Subject	⇕ To	⇕ Cc	⇕ From	⬇ Sent On

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

Search Options

Show per page 50 ⌄ ← 1 →

Recent (14)	Past

Travel Notification | Start Date | ● Personal Mail | SEARCH
To ⌄ | End Date | ○ My Organization | Reset
From ⌄ | | |

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

Show per page 50 ⌄ ← 1 →

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,   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:
Phone:
Traveler 1:
Travel Dates: 03-06-2024 - 03-13-2024
Traveler 2:
Travel Dates: 03-14-2024 - 03-13-2024

This is an automated email.