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Government Transportation Requests (GTRs) or SF 1169s are documents used to procure all passenger transportation services on behalf of the United States, except when the use of cash, or other substitute documents, i.e., Government issued charge card, Government Travel Account (GTA), or travel warrant has been specifically authorized by the Administrator or General Services (or his/her designee).

EDA Roles	EDA Roles with the capability to conduct a Government Transportation Request search:Government Transportation Requests					
	The user will navigate to the Government Transportation Request page and enter criteria to retrieve desired data. Government Transportation Request Search GTR Number (Starts With/Equal to/ls Null/Not Null)					
	 Payment Date Load Date 					
Search Criteria	The forms you are accessing contain information subject to the Privacy Act of 1974 as Amended. Government Transportation Request Search GTR Number Starts With					
	Payment Date Greater than or equal to It cod bate					
	Greater than or equal to Image: to Less than or equal to Image: to					
	Q Search Dookmark					

Sample	Once the search criteria are entered, selecting the Search button will return a list of GTRs with the requested criteria. Government Transport Request Results GTR Number GTR Voucher Payment Date Load Date						
Search	Government Transport Request Results						
Rosults				ىك	Export Results 🛱 Save Search 🍫 Refine Search		
Results	GTR	Number 1	GTR Voucher ↑↓	Payment Date ↑↓	Load Date ↑↓		
	<u>B370</u>	07695	Voucher	2020-07-08	2020-07-08		
	GTR	02021	Voucher	2021-05-17	2021-05-17		
	GTR	07021	Voucher	2020-01-19	2020-07-07		
	GTR	07023	Voucher	2020-04-03	2020-07-07		
	GTR	07024	Voucher	2020-02-29	2020-07-07		
	GTR	07025	Voucher	2020-01-26	2020-07-07		
	Resu	ults: 1 to 7	« « 1	> >> 10 v			
	Onc	e the search results are	e returned, the Export Results	button will allow the us	ser to export search results		
Funcuting	Onc in C:	e the search results and SV format for import to Export Results	e returned, the Export Results a spreadsheet. Save Search	button will allow the us	ser to export search results		
Exporting	Onc in C	e the search results and SV format for import to Export Results	e returned, the Export Results a spreadsheet. Save Search & Refine Search B	button will allow the us	ser to export search results		
Exporting Search	Onc in C: Sam	e the search results and SV format for import to Export Results The Export Results The Ex	e returned, the Export Results a spreadsheet. Save Search & Refine Search B GTR Voucher	C Payment Date	D Load Date		
Exporting Search Results	Onc in C: Sam	e the search results and SV format for import to Export Results 8 5 Some Second States 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1	e returned, the Export Results a spreadsheet. Save Search & Refine Search B GTR Voucher e8f9b0e2-cd1f-4a2	C Payment Date 24 7/8/2020	D Load Date 7/8/2020		
Exporting Search Results	Onc in C: Sam	e the search results and SV format for import to Export Results ple Export: A GTR Number B3707695 GTR02021	e returned, the Export Results a spreadsheet. Save Search B GTR Voucher e8f9b0e2-cd1f-4a2	C Payment Date 24 7/8/2020 5/17/2021	D Load Date 7/8/2020 5/17/2021		
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Exporting Search Results	Onc in C: Sam 1 2 3 4 5	e the search results and SV format for import to Export Results Piple Export: A GTR Number B3707695 GTR02021 GTR07021 GTR07022 CTR07022	e returned, the Export Results a spreadsheet. Save Search B GTR Voucher e8f9b0e2-cd1f-4a2 0dec7914-aa3d-4b a94d3804-a00a-47	C Payment Date 24 7/8/2020 5/17/2021 1 1/19/2020 d 3/29/2020	D Load Date 7/8/2020 5/17/2021 7/7/2020 7/7/2020		
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Exporting Search Results	Onc in C: Sam 1 2 3 4 5 6 7	e the search results and SV format for import to Export Results Result	e returned, the Export Results a spreadsheet. Save Search B GTR Voucher e8f9b0e2-cd1f-4a2 0dec7914-aa3d-4b a94d3804-a00a-47 c08c6634-01aa-492 eaeee9db-f8ec-44t	C Payment Date 24 7/8/2020 5/17/2021 1 1/19/2020 24 3/29/2020 25 4/3/2020 26 2/29/2020	D Load Date 7/8/2020 5/17/2021 7/7/2020 7/7/2020 7/7/2020 7/7/2020		