

2011 District Conference Reimbursements

Travel Reimbursement

National reimburses travel expenses up to **two** (2) representatives per Section, who travel separately, if those individuals travel a distance greater than 100 miles one way from their Section's home city to the site of the District Conference.

The amount shall be the city-to-city mileage as given in published atlases or road maps at the current IRS mileage allowance or airfare, whichever is less. The 2011 IRS mileage allowance is .51 cents per mile. **Host Sections are not eligible for any mileage reimbursement.**

Travel reimbursement forms must be completed, signed by the District Director, and returned to the Membership Department for reimbursement. Customer copy of airline ticket must be attached if travel was made by air.

Host Section Reimbursement

The Host Section will be reimbursed by National up to, but not to exceed, \$650 for actual expenses.

If expenses are paid by the host Section or District Director, a receipt(s) must be submitted to the Membership Department for reimbursement.

Section Representative Rebate

All Sections receive a Section Representative rebate of \$100 for the first representative, \$50 for the second, and \$50 for the third, not to exceed \$200 per Section. This reimbursement will appear on the Section's Annual Rebate check (mailed first week in September).

If you have any questions, please contact Rhenda Kenny at
(800)-443-9353 x 260 or rhenda@aws.org.