

**North Florida Area Assembly, AFG, Inc.
Reimbursement Guidelines
Panel 52**

Assembly _____ AWSC _____

Name - Print your name clearly; write the date of the meeting in the blank above.

Position - check the position you hold at this meeting, include District #

AWSC REIMBURSEMENT GUIDELINES:

Area World Service Committee Members: Officers, Coordinators, Event Chairs*, District Representative and AISL from each District, Past Delegates.

NFA will pay for:

Hotel (2 people per room minimum) up to Host Hotel Costs.

Gas and tolls - total bill for round trip

Food - figure as follows:	Breakfast (Sat & Sun)	\$ 9.00 each
	Lunch (Saturday only)	12.00
	Dinner (Fri & Sat)	14.00 each

If NFA provides the meal, please do not submit a claim for meal cost. Maximum meal reimbursement for AWSC weekend is \$58.00

ASSEMBLY REIMBURSEMENT GUIDELINES:

NFA will reimburse Officers, Coordinators, Event Chairpersons* and Past Delegates for the following:

Hotel (2 people per room minimum) up to Host Hotel Costs.

Gas and tolls - total bill for round trip

Food - figure as follows:	Breakfast (Sat & Sun)	\$ 9.00 each
	Lunch (Sat & Sun)	12.00
	Dinner (Fri & Sat)	14.00 each

If NFA provides the meal, please do not submit a claim for meal cost. Maximum meal reimbursement for Assembly weekend is \$70.00.

PLEASE NOTE: If you are an Event Chairperson and are attending Assembly as a GR, DR or AISL please do not submit a reimbursement form. Your expenses are paid by your Group or District)

*Convention Chairperson expenses are paid by the Convention and are not reimbursed on these forms.