

Meals are reimbursed based on state mandates rates as well as departure and arrival times, i.e. domestic reimbursement is:

- Breakfast = \$6.00
- Lunch = \$11.00
- Dinner = \$19.00

Place a on all meals for which you expect reimbursement. These should be those NOT provided as part of the conference/meeting. Remember to attach a program agenda.

Date	Date	Date	Date	Date	Date	Date	Date	Date	Date
B <input type="checkbox"/>	B <input type="checkbox"/>	B <input type="checkbox"/>	B <input type="checkbox"/>	B <input type="checkbox"/>	B <input type="checkbox"/>	B <input type="checkbox"/>	B <input type="checkbox"/>	B <input type="checkbox"/>	B <input type="checkbox"/>
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Comments and/or additional information you feel may be helpful for staff to prepare this reimbursement: