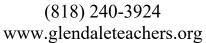


## Glendale Teachers Association 3233 N. Verdugo Road, Glendale, CA 91208





## **CONFERENCE REIMBURSEMENT FORM**

- Must be submitted within <u>30 days</u> of return from pre-approved conference.
- Please include all original itemized receipts.
- Check will be mailed to your home address.

Date		
Name:		
Address:		
School Site:		
nference Name:	Date(s):	

	<b>Estimated Cost</b>	Actual Cost	Reimbursement Amount
Conference Registration			
Lodging			
Airfare/train			
Mileage: Total miles x \$ 0.625	x 0.625=	x 0.625=	
= Meals	Max \$80 per day		
Portage/Tip	Max \$7 per day		
Other			
Total:			