



TRAVEL AND BUSINESS EXPENSE REIMBURSEMENT

Director's Name: Ronald A. Mims

Purpose: To attend the 2019 National Forum of Black Public Administrators

Dates: April 2 – 7, 2019

Location: Orlando, FL

Itemized Expenses:

Conference Registration and/or Workshop Fees:	\$ 760.00
Airline Ticket Fare:	\$ 461.96
Lodging (Room and Tax Only):	\$ 1,063.15
Business Meals:	\$ 305.00
Other incidental Expenses: (Parking, Taxi, Gratuities, etc.)	\$ 160.64
TOTAL EXPENSES:	\$ 2,750.75