



TRAVEL AND BUSINESS EXPENSE REIMBURSEMENT

Director's Name: Ronald A. Mims

Purpose: To attend the National Forum of Black Public Administrators – Forum 2018

Dates: April 17 – 20, 2018

Location: Cleveland, OH

Itemized Expenses:

Conference Registration and/or Workshop Fees:	\$ 705.00
Airline Ticket Fare:	\$ 588.60
Lodging (Room and Tax Only):	\$ 787.56
Business Meals:	\$ 295.00
Other incidental Expenses: (Parking, Taxi, Gratuities, etc.)	\$ 225.00
TOTAL EXPENSES:	\$ 2,601.16