



TRAVEL AND BUSINESS EXPENSE REIMBURSEMENT

Director's Name: William R. Muhammad

Purpose: To attend the 2017 Alabama/Mississippi Section – AWWA – Annual Conference

Dates: October 15 - 18, 2017

Location: Point Clear, AL

Itemized Expenses:

Conference Registration and/or Workshop Fees:	\$ 325.00
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Business Use of Personal Automobile Mileage (Round trip):	\$ 289.87
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Lodging (Room and Tax Only):	\$ 458.34
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Other incidental Expenses: (Parking, Taxi, Gratuities, etc.)	\$ 41.00
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Business Meals:	\$ 230.00
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TOTAL EXPENSES:	\$ 1,344.21
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