



## TRAVEL AND BUSINESS EXPENSE REIMBURSEMENT

Director's Name: William R. Muhammad

Purpose: To attend the 2018 Alabama Water Resources and Symposium Conference

Dates: September 5 - 7, 2018

Location: Orange Beach, AL

### Itemized Expenses:

Conference Registration and/or Workshop Fees:	\$ 350.00
Business Use of Personal Automobile Mileage (Round trip):	\$ 315.45
Lodging (Room and Tax Only):	\$ 257.64
Other incidental Expenses: (Parking, Taxi, Gratuities, etc.)	\$ 12.75
Business Meals:	\$ 165.00
<b>TOTAL EXPENSES:</b>	<b>\$1,100.84</b>