



TRAVEL AND BUSINESS EXPENSE REIMBURSEMENT

Director's Name: George Munchus

Purpose: To attend the 2017 Alabama Water Resources and Symposium Conference

Dates: September 6 - 8, 2017

Location: Orange Beach, AL

Itemized Expenses:

Conference Registration and/or Workshop Fees:	\$ 280.00
Business Use of Personal Automobile Mileage (Round trip):	\$ 303.35
Lodging (Room and Tax Only):	\$ 375.18*
Business Meals:	\$ 165.00
TOTAL EXPENSES:	\$ 1,123.53

NOTE: *Requested a Gulf Front Room at a rate of \$187.50 per night plus tax for two nights. Will reimburse BWB the difference of the Conference's Standard Room rate of \$124.32 per night plus tax from the Gulf Front Room rate which is the total amount of \$126.54 for two (2) nights.