TRAVEL AND BUSINESS EXPENSE REIMBURSEMENT

Director’s Name: Tommy Joe Alexander
Purpose: To attend the 2017 Alabama Water Resources and Symposium Conference
Dates: September 5 - 8, 2017
Location: Orange Beach, AL

Itemized Expenses:

Conference Registration and/or Workshop Fees: $280.00
Business Use of Personal Automobile Mileage (Round trip): $338.12
Lodging (Room and Tax Only): $562.77*
Business Meals: $230.00

TOTAL EXPENSES: $1,410.89

NOTE: Requested a Gulf Front Room at a rate of $187.59 per night plus tax for three nights. Will reimburse BWWB 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 $189.81 for three (3) nights.