

Area Expense Reimbursement Policy

The Idaho Area will reimburse area officers and coordinators for their service expenses as follows.

- Area Officers/Coordinators:
 - If an Area Officer or Coordinator is also attending as a voting GR, their expenses for registration, travel, accommodations and meals shall be paid by the group they are representing, not the area, per the Service Manual.
- Registration.
 - Early (not late) Registration to Assemblies.
- Travel Expenses
 - Travel expenses with receipts (gas or travel receipt).
 - When carpooling Area Officers, Coordinators, DRs, GRs, and members, the cost, shall be split between all carpooling persons equally.
- Hotel Accommodations
 - Accommodations shall be reimbursed when necessary, up to three (3) nights and in excess of a 45 minute drive.
 - When sharing with others i.e. DR, GR, member, the cost shall be split between all persons equally.
- Meal Reimbursement
 - Area Officers/Coordinators will be reimbursed for Area Assembly meals which includes the luncheon and up to a maximum \$50 for other meals as necessary based on receipts and travel time.

Whenever possible, sharing with others is highly encouraged.