



# Road Scholars Expense Reimbursement Request

Scholar: \_\_\_\_\_

Presentation: \_\_\_\_\_

Organization: \_\_\_\_\_

Date: \_\_\_\_\_ Engagement Number: \_\_\_\_\_

*\*Please Submit to the AHA within 3 weeks of engagement*

Point of Departure: \_\_\_\_\_ Destination: \_\_\_\_\_

I request a reimbursement check for the following expenses:

**Personal Travel** *(Scholars will only be reimbursed for mileage exceeding 25 miles one way.)*

Number of Mile: \_\_\_\_\_ miles x \$.56 per mile

Personal Travel Total \$ \_\_\_\_\_

*\*Please attach a map (i.e. Google Maps, MapQuest, etc. ) to indicate mileage.*

**Honoraria** *(Check the correct figure.)*

Road Scholar presentation for general public: \_\_\_\_\_ \$175.00

Road Scholar SUPER teacher-in-service: \_\_\_\_\_ \$225.00

Honaria Total \$ \_\_\_\_\_

**Total for all expenses incurred** \$ \_\_\_\_\_

I certify that the expenses reported herein are correct to the best of my knowledge and were incurred solely in connection with my duties as a member of the AHA Road Scholars Speaker Bureau.

Signature - Road Scholar: \_\_\_\_\_ Date: \_\_\_\_\_

Signature - AHA Approved: \_\_\_\_\_ Date: \_\_\_\_\_

**Philosophy. Literature. Ethics. History. History of the Arts. Languages. Jurisprudence.**