

## Road Scholars Expense Reimbursement Request

Please submit to AHA within three weeks of presentation.

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

Email: \_\_\_\_\_

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

Host: \_\_\_\_\_

Date: \_\_\_\_\_

Point of departure: \_\_\_\_\_

Destination: \_\_\_\_\_

### I REQUEST A REIMBURSEMENT CHECK FOR THE FOLLOWING EXPENSES:

Personal travel\*

Miles: \_\_\_\_\_

TOTAL for personal travel: \$ \_\_\_\_\_ (miles x \$0.655 per mile)

*\*Scholars will only be reimbursed for mileage exceeding 25 miles one way.*

Honoraria\*

Choose 1:

Road Scholar general public presentation:  (\$175)

Road Scholar SUPER Teacher in-service:  (\$225)

TOTAL for honoraria: \$ \_\_\_\_\_

**TOTAL FOR ALL EXPENSES:** \$ \_\_\_\_\_

I certify that the expenses reported here 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 Speakers Bureau.

Signature of Road Scholar: \_\_\_\_\_

Date: \_\_\_\_\_

Mailing address: \_\_\_\_\_

Signature of AHA approver: \_\_\_\_\_

Date: \_\_\_\_\_

