

Slo-Pitch Travel Fund Eligible Expenses for Tournament UIC's, Assistants and Evaluators

General

1. The Slo-Pitch Tournament Services Coordinator is responsible for the Slo-Pitch On-Field Evaluation Fund and Slo-Pitch Umpire Travel Fund.
2. Expense Claims under the above Funds must be approved by the Tournament UIC in order to be eligible for payment. Claims are to be submitted by the Tournament UIC to the Program Coordinator within one week of the tournament date.
3. The allocation of eligible expenses claimed are subject to availability of funds. The order of eligible expenses claimed is determined by the order of Eligible Expenses provided below.
4. Expenses will not be reimbursed if arrangements are made by the host centre to incur expenses of the umpires or the supervisors.
5. Flat Fee Mileage:
UIC, Assistant, or Evaluator deciding to travel, when offered the opportunity to accommodations, will be reimbursed for mileage based on one round trip only.

Mileage reimbursement is based on the following assumptions: z

No mileage will be paid out for the first 100 km.

z Full mileage will be paid out for 4 or more occupants in a vehicle. z

Flat fee amounts based on minimum scale below.

Flat Fee Chart					
Min.	Max	Single Driver	2 Occupants	3 Occupants	4 Occupants
1	50	4.50	5.85	7.20	9.00
51	100	9.00	11.70	14.40	18.00
101	150	13.50	17.55	21.60	27.00
151	200	18.00	23.40	28.80	36.00
201	250	25.00	32.50	40.00	50.00
251	300	30.00	39.00	48.00	60.00
301	350	35.00	45.50	56.00	70.00
351	400	40.00	52.00	64.00	80.00
401	450	45.00	58.50	72.00	90.00
451	500	52.50	68.25	84.00	105.00
501	550	57.75	75.08	92.40	115.50
Over	600	110.00	130.90	155.00	180.00

6. Accommodations:

Accommodations at actual cost with hotel receipts (unpaid incidental expenses incurred while occupying the room must be paid for by the individual at check out time. Unpaid incidentals will be removed from reimbursement monies).

Any claims for reimbursement of hotel (whether in part or whole) must be supported with a hotel bill outlining dates, number and names of people in room, and cost (note: credit card receipts not acceptable).

Any additional expenses incurred as a result of guest(s) accompanying an umpire or a request for a single room will be the responsibility of that umpire. i.e. two rooms required instead of one.

Over night accommodation must be first approved by the Slo-Pitch Tournament Services Coordinator before bookings are made.

7. Meals:

\$15.00 Half Day- to cover a continuous time period of early morning to afternoon or afternoon through evening.

\$25.00 Maximum Full Day - to cover a continuous time period of morning through evening.

Slo-Pitch Travel Fund Eligible Expenses for Working Umpires Only

General:

1. The Slo-Pitch Tournament Services Coordinator is responsible for the Slo-Pitch On-Field Evaluation Fund and Slo-Pitch Umpire Travel Fund.
2. Expense Claims under the above Funds must be reviewed by the Tournament UIC. Claims are to be submitted by the Tournament UIC to the Program Coordinator within one week of the tournament date.
3. The allocation of eligible expenses claimed are subject to availability of funds. The order of eligible expenses claimed is determined by the order of Eligible Expenses provided below.
4. Expenses will not be reimbursed if arrangements are made by the host centre to incur expenses of the umpires or the supervisors.
5. Umpire deciding to travel, when offered the opportunity to accommodations, will be reimbursed for mileage based upon one round trip only.

6. Flat Fee Mileage:

Mileage reimbursement is based on the following assumptions: z

No mileage will be paid out for the first 100 km.

z Full mileage will be paid out for 4 or more occupants in a vehicle. z

Flat fee amounts based on minimum scale below.

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