

# Nevada Science Bowl 2017

## Reimbursement Request Due March 15, 2017

Requestor's name: \_\_\_\_\_

School Name: \_\_\_\_\_

Address (where to send payment): \_\_\_\_\_

\_\_\_\_\_

Team Participants (names of all those with you): \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Items to be reimbursed (Original receipts must accompany this form):

Travel to/from Las Vegas and Mode of Transportation:

Plane            Amount: \_\_\_\_\_

Car              Miles: \_\_\_\_\_

Other expenses (i.e. taxi fare):

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Please note: Travel reimbursement forms must be faxed to Daniel Burns at (702) 295-0154 no later than March 15, 2017 to be considered for reimbursement. Receipts (or e-ticket copies for plane travel) must accompany this reimbursement request. If you travel by car, reimbursement is 55.5 cents per mile, up to the amount that plane tickets would have cost for your team to get to Las Vegas (that's for team members, teachers and the chaperones approved by DOE/Daniel Burns). Your total reimbursement request cannot go over \$1,500 for the whole team without prior approval, and reimbursement is limited to one team only.

Signed \_\_\_\_\_ Title \_\_\_\_\_ Phone # \_\_\_\_\_

Email \_\_\_\_\_ Date \_\_\_\_\_