

**APABA-PA REIMBURSEMENT APPLICATION
MAY 22-23, 2023 LOBBY DAY WASHINGTON, DC**

MEMBER CONTACT INFORMATION

Name:

Company name:

Phone:

Fax:

E-mail:

Anticipated number of days in D.C.?

Arrival date?

Departure date?

OTHER SUBSIDY INFORMATION

Are you a NAPABA member? Y or N

Did you request NAPABA subsidy? Y or N

If you did not request a NAPABA subsidy, brief explanation as to why not:

Amount of Subsidy?

List any years in which you've participated in prior Lobby Days

Anticipated travel expenses needed (total):
Please itemize:

Lodging Needed: \$

Other anticipated expenses- explain:\$

Amount needed to make up the shortfall or anticipated personal out of pocket cost? \$

AGREEMENT

1. **All applications are due no later than 5:00 pm on April 15, 2023 and sent to syoungclsnot@hotmail.com**
2. All applicants will be notified no later than April 30, 2023 or sooner, if possible.
3. By submitting this application, you understand that whether or not you choose to accept the reimbursement granted that you must notify Suzanne J. Young, syoungclsnot@hotmail.com, within 48 hours after notice (to your email designated above) of your acceptance (or not) of the reimbursement award.
4. If you do not notify of your acceptance or rejection of the reimbursement in that timeframe, the offer may be rescinded and awarded to another applicant.
5. By acceptance of this subsidy, you agree to provide scanned copies of your receipts of your expenses to APABA-Pa along with completing the Reimbursement Form to the Treasurer at treasurer@apaba-pa.org by June 15, 2023 in order to receive the reimbursement.

SIGNATURE

Date: