

Sons of The American Legion, Detachment of Wisconsin

S.A.L. Meeting Reimbursement Form

Name _____

Address _____

City _____ Zip Code plus 4 _____

Title _____

District # _____ Squadron # _____

Event _____ Date _____

Signature _____

Approved _____

S.A.L. Finance Chairman

Department Adjutant

For Finance Officer Only: Account Number _____ Amount \$ _____

Vice Commander

Vice Commanders receive a reimbursement of \$800.00/yr. to conduct the business of the Detachment. This is paid 4 times per year (Mid-Winter, Spring and Fall D.E.C., State Convention). Administrative expenses incurred while conducting the business of the Detachment (postage, paper, printing) can be claimed by submitting the Expense Form. Receipts supporting expenses must be included.

All Others

All other voting members of the DEC and the Finance Chairman receive a reimbursement of \$75.00 for attending the 4 meetings per the budget allowance. Committee Chairmen and Finance committee members receive \$60.00. You can claim can claim reimbursement for Administrative expenses by following the instructions above.

National Convention, Washington Conference, and Indianapolis meetings

There is a reimbursement allowed for the designated or elected attendees of these events.

Each person is responsible for submitting his own reimbursement forms within 15 days of the event. Failure to do so will result in denial of the claim. Forms should be submitted to:

Christopher Sherman, 130 Ormsby St, Pewaukee, WI 53072 shermhunter@gmail.com