



SPJST State Royalty Reimbursement Form

Instructions:

The SPJST will reimburse SPJST State Royalty mileage at .51 cents per mile. Up to two chaperones and SPJST State Royalty Youth will be reimbursed for meals up to a maximum of \$25 a day per person. A hotel room will be selected by the State Youth Director and reimbursement by the SPJST when a hotel room is needed. It is required that your turn in your receipts with this form in order to receive any reimbursements. Please return your form to State Youth Director Frank Horak • P.O. Box 100 Temple, TX 76503.

Total Round Trip Mileage: _____

Allowed Mileage Per Diem: X.51 Per Mile

Meals: _____

Allowed Meal Per Diem: Maximum of \$25 per person per day. Must attach receipt.

Lodging: _____

Selected by State Youth Director

Total Amount of Reimbursement: _____

Please Print or type the following information:

Qualified Event: _____

Royalty's Name: _____

Address: _____

City, State and Zip: _____

SPJST State Royalty Signature

Royalty Chaperone

SPJST State Youth Director