

SPMS Secretary Report  
Thursday, June 21, 2018  
Submitted by Deborah Hefter

**Proposed USAS 2018 Convention Expenses for Reimbursement:**

(Assumes travel to Jacksonville, FL on Wed Sep 26, 2018 and return on Sun Sep 30, 2018)

Roundtrip Airfare (includes taxes) (Average coach fare departing from LAX, SNA, LGB, BUR, ONT, LAS)	\$560.00
Checked Baggage Fee (\$25.00 x 2)	\$50.00
Taxi from/to Jacksonville Airport to/from Hotel (\$35.00 x 2)	\$70.00
Food (\$38.00 x 4 days) (Average of GSA meal rate for city and old SPMS per diem)	\$152.00
Hotel (\$79.30 x 4 nights) (Assumes double occupancy, total <u>includes</u> taxes)	\$317.20
Parking at Home Airport (\$12.00 x 5) (Average Economy Lot Rate at LAX, SNA, LGB, BUR, ONT, LAS)	\$60.00
<b>TOTAL</b>	<b>\$1209.20</b>
Additional expenses to attend Wednesday meetings = <b>\$129.30</b> (includes hotel \$79.30 + food \$38 + home parking \$12) <b>Note: Additional night expense reimbursement needs approval in ADVANCE from SPMS Chair</b>	

**USAS Convention Registration:**

Early Registration Fee \$180.00 per delegate before midnight Tues Sep 4, 2018 (Note: Full Registration \$210 from Sep 5, 2018)

Proposal: SPMS Treasurer submits all delegates on Group Registration Form

**Early Registration:** 15 delegates x \$180 = **\$2700.00**

**Full Registration:** 15 delegates x \$210 = **\$3150.00**