



APT US&C TRAVEL REIMBURSEMENT POLICY

It is the desire of the Michigan Municipal Treasurers Association to support the APT US & C by encouraging active MMTA members to seek APT US & C Board positions.

The MMTA recognizes that at this time, the APT US & C travel reimbursement policy does not cover the first two hundred dollars (\$200.00) of said expenses.

The MMTA wishes to continue the past practice of covering an amount not to exceed the \$200.00 of APT US & C travel expense not currently covered by APT US & C, limited to \$400.00 per member, per MMTA fiscal year, for active MMTA members who hold a position on the APT US & C Board.

Therefore be it resolved, that when an Active Member of the MMTA, who is elected or appointed to a position on the APT US & C Board of Directors, seeks reimbursement from the MMTA, for an amount not to exceed \$200.00 for APT US & C travel reimbursement, the following must apply:

1. Member shall have an active membership within the MMTA before seeking a position with APT US & C.
2. An active membership is a membership with current dues paid in full.
3. Member shall submit a receipt with an approved reimbursement request form to the current Treasurer of the MMTA.
4. Approval of reimbursement must be granted by the MMTA Board of Directors.
5. Member shall provide a written or verbal report to the MMTA Board of Directors.

Approved: April 29, 2010