

EXPENSE CLAIM

72nd Annual Tennessee Judicial Conference
Embassy Suites Cool Springs | June 10-13, 2025

MILEAGE

*Vicinity mileage will **not** be reimbursed*

Date	City Left	City Arrived	Total Miles	Mileage Amount (\$.70 Per Mile)	Amount Claimed
Mon., June 9				\$	\$
Tue., June 10				\$	\$
Wed., June 11				\$	\$
Thur., June 12				\$	\$
Fri., June 13				\$	\$
Sat., June 14				\$	\$

MILEAGE TOTAL: \$ _____

PER DIEM

Per Diem is only claimable if you stayed overnight at the Embassy Suites

To remain compliant with AOC Policy #1.01, reimbursement for meals that are provided should not be claimed.

Travel Rate Daily Total

\$64.50

Full Rate Daily Total

\$86.00

Date	<u>BREAKFAST</u>	<u>LUNCH</u>	<u>DINNER</u>	<u>INCIDENTALS</u>	Amount Claimed
Mon., June 9	<input type="checkbox"/> \$16.50, Travel Rate	<input type="checkbox"/> \$17.25, Travel Rate	<input type="checkbox"/> \$27.00, Travel Rate	<input type="checkbox"/> \$3.75, Travel Rate	
Tue., June 10	<input type="checkbox"/> \$16.50, Travel Rate <input type="checkbox"/> \$22.00, Full Rate	<input type="checkbox"/> \$17.25, Travel Rate <input type="checkbox"/> \$23.00, Full Rate	<input type="checkbox"/> \$0, Past Presidents' Dinner <input type="checkbox"/> \$27.00, Travel Rate <input type="checkbox"/> \$36.00, Full Rate	<input type="checkbox"/> \$3.75, Travel Rate <input type="checkbox"/> \$5.00, Full Rate	
Wed., June 11	<input type="checkbox"/> \$0, Breakfast Provided	<input type="checkbox"/> \$0, TJC Luncheon	<input type="checkbox"/> \$27.00, Travel Rate <input type="checkbox"/> \$36.00, Full Rate	<input type="checkbox"/> \$3.75, Travel Rate <input type="checkbox"/> \$5.00, Full Rate	
Thur., June 12	<input type="checkbox"/> \$0, Breakfast Provided <input type="checkbox"/> \$16.50, Travel Rate	<input type="checkbox"/> \$17.25, Travel Rate <input type="checkbox"/> \$23.00, Full Rate	<input type="checkbox"/> \$27.00, Travel Rate <input type="checkbox"/> \$36.00, Full Rate	<input type="checkbox"/> \$3.75, Travel Rate <input type="checkbox"/> \$5.00, Full Rate	
Fri., June 13	<input type="checkbox"/> \$0, Breakfast Provided <input type="checkbox"/> \$16.50, Travel Rate	<input type="checkbox"/> \$17.25, Travel Rate <input type="checkbox"/> \$23.00, Full Rate	<input type="checkbox"/> \$27.00, Travel Rate <input type="checkbox"/> \$36.00, Full Rate	<input type="checkbox"/> \$3.75, Travel Rate <input type="checkbox"/> \$5.00, Full Rate	
Sat., June 14	<input type="checkbox"/> \$16.50, Travel Rate	<input type="checkbox"/> \$17.25, Travel Rate	<input type="checkbox"/> \$27.00, Travel Rate	<input type="checkbox"/> \$3.75, Travel Rate	

MEALS TOTAL: \$ _____

TOTAL REIMBURSEMENT (MILEAGE AND MEALS): \$ _____

Name (Printed): _____ **Signature:** _____