## TEXAS-OKLAHOMA KIWANIS DISTRICT LT. GOVERNOR REIMBURSEMENT POLICY 2017-2018

1. **TX-OK District Convention in Abilene, TX (August 4-6, 2017). Round trip mileage at $ .35 per mile and three days per Diem at $50/day. \***
2. **TX-OK District Convention in Abilene, TX (August 2-4, 2018). Round trip mileage at $ .35 per mile and three days per Diem at $50/day. \***
3. **LT. GOVERNORS OFFICIAL CLUB VISITS – The District will reimburse the Lt. Governor’s mileage at $. 35 per round-trip for the three (3) required club visits. All other club contacts will be made at the Lt. Governor’s own expense. Payment will be made only upon submitting all three club evaluation forms and a completed voucher to the District Secretary who will certify that your three (3) official visits have been completed. At this time, you may also receive reimbursement for supplies at the rate of $50.00. You must have a signed voucher filed for these expenses by the deadline of August 31, 2018.**

**As a Lt. Governor, you are expected to set an example for other club members. Your attendance at all District Convention sessions will be required for expense reimbursement. Attendance at the Kiwanis International Convention is optional.**

**Mileage will be computed as highway mileage (round-trip) even if you choose to fly. Mileage will be pre-computed based on computer software at the District Office. If there is a great discrepancy, please report it to us. Those Lt. Governors who live in the locality of any of the above mentioned meetings, but sleep at their homes will be reimbursed for multiple trip mileage, no per Diem.**

**\*Please note: Your assistance is requested during the Opening Session and you will have a part in the Memorial Service.**

**Erby Eikner, District Treasurer**

**egeikner@att.net**

**C. (903) 570-5976**