

**SPMS Secretary Report
Thursday May 19, 2016
Submitted by Robin Smith**

Proposed USAS 2016 Convention Expenses for Reimbursement:

(Assumes travel to Atlanta, GA on Wednesday September 21, 2016 and return on Sunday September 25, 2016)

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| Roundtrip Airfare (Average coach fare departing from LAX, SNA, LGB, BUR, LAS) | \$480.00 |
| Checked Baggage Fee (\$25.00 x 2) | \$50.00 |
| Taxi from/to Atlanta Airport to/from Hotel (\$30.00 x 2) | \$60.00 |
| Food (\$47.00 x 4 days) (Average of GSA meal rate for city and old SPMS per diem) | \$188.00 |
| Hotel (\$79.00 x 4 nights) (Assumes double occupancy, total <u>includes</u> taxes) | \$316.00 |
| Parking at Home Airport (\$13.00 x 5) (Average Economy Lot Rate at LAX, SNA, LGB, BUR, LAS) | \$65.00 |
| TOTAL | \$1159.00 |

USAS Convention Registration:

\$180.00 per delegate before midnight August 29, 2016 (Early Registration)

Proposal: SPMS Treasurer submits all delegates on Group Registration Form