



Conference Expense Reimbursement Policy

IN-STATE CLINICIAN/CONFERENCE PARTICIPANT (Current Missouri Educator)

- 1. Membership:** Current Missouri educators presenting sessions at the MMEA In-Service Workshop/Conference must be current NAFME members.
- 2. Fee:** In-State Clinicians/Conference Participants do not receive clinic fee compensation
 1. Conference registration fee will be waived at pre-registration rate.
- 2. Transportation:** In-State Clinicians/Conference Participants do not receive transportation reimbursement.
- 3. Lodging:** In-State Clinicians/Conference Participants do not receive lodging reimbursement.
- 4. Meals:** In-State Clinicians/Conference Participants do not receive meal reimbursement.
- 5. Materials:** MMEA does not reimburse the cost of photocopying materials. Any copying expenses (handouts, etc) are the responsibility of the clinician. ****NOTE:** All copyright laws must be observed for all materials to be distributed at the MMEA In-Service Workshop/Conference.

NOTE; MMEA does not reimburse clinician expenses for:

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| 1. Telephone/Internet charges | 4. Room Service charges |
| 2. In-house <u>Movies</u> | 5. "Be My Guest" charges |
| 3. Bar charges | 6. Windrose/Off-Property meals |