

THE FEDERALIST SOCIETY'S STUDENT DIVISION
2017 STUDENT SYMPOSIUM REIMBURSEMENT REQUEST FORM
Requests must be submitted within 3 months of the Symposium

Name: _____ School: _____

Please endorse the check to (name): _____

Please mail the check to (address): _____

OPTION 1

Airfare (coach), Train Fare, or Gas (vehicles with two occupants or fewer): \$ _____ . _____

Taxis/Public Transit to/from campus (maximum of four taxi receipts per person): \$ _____ . _____

Total: \$ _____ . _____

Half of Total: \$ _____ . _____

OR

OPTION 2

Carpool (list the car's occupants in "Notes" section below) \$ _____ . _____

*(We will reimburse 100% of your gas receipts and tolls as long as you have **at least three people** in the vehicle.)*

Notes: _____

The national Federalist Society office will provide travel scholarships to registered members of the Federalist Society's national organization, covering 50 percent of air, bus, train, gas and rental car travel expenses. If students choose to drive and carpool with at least two other students, the national organization will cover as close to 100 percent of travel expenses as their budget permits. Solo drivers will be reimbursed 50 percent of their gas expenses. Please note, this travel scholarship is applicable for travel only, and **not for hotel accommodations**. *Requests must be submitted within three months of the Symposium.*

If several members of a student chapter choose to carpool, please provide the names of at least three members who rode in the car in the Notes section above.

Please send this form with copies of your travel receipts; we cannot process your request until we receive your receipts. Please note that it typically takes **3 to 4 weeks** from when you submit your receipts to receive your reimbursement check.

You may fax your reimbursement request to 202-296-8061 (ATTN: Reimbursements), e-mail it to reimbursements@fed-soc.org or mail it to: Reimbursements, The Federalist Society, 1776 I Street NW Suite 300 Washington, DC 20006. Please email Jenny DeMarco at jennifer.demarco@fed-soc.org with any questions.