



FAOR Travel Reporting Form

Name _____ Office _____

Meeting Attended _____ Location _____

Dates _____ Mileage IRS Rate as of January 2024 is .67¢ per mile. Limit \$50 each.

Occurrence _____ Amount Due \$ _____

Receipts are required for cash expenditures exceeding \$40.00. If a receipt for \$40.00 or less is not available, describe, "who, what, when and where" of expenditure. ***All requests for reimbursement must be filed within 90 days of travel.***

President...Maximum per Calendar Year is \$10,000.00.

OAR Winter Mtgs, OAR Leg/Spring Mtgs, NAR Mid-Year and Legislative in Wash. D.C., OAR Annual Convention and NAR Annual Convention.

Vice-President...Maximum per Calendar Year is \$10,000.00.

OAR Winter Mtgs, OAR Leg/Spring Mtgs, NAR Mid-Year and Legislative in Wash D.C., OAR CSO/CEO Symposium, NAR Leadership Summit, Chicago, OAR Annual Convention and NAR Annual Convention

FAOR Director...Maximum per Calendar Year is \$500.00

OAR Directors...Maximum \$500 each occurrence, Max of \$1,500.00 per year/ per person.

OAR Winter Conference, OAR Leg/Spring and OAR Convention. Total budget for all OAR Directors (appointed by FAOR and/or OAR) is \$7000.00.

Chief Executive Officer...Maximum per Calendar Year is \$18,000.00.

OAR Winter Mtgs, OAR Leg/Spring Mtgs, NAR AE Institute, Ohio AE Seminar, NAR Mid-Year and Legislative in Wash D.C., OAR CSO/CEO Symposium, NAR Leadership Summit, Chicago, OAR Annual Convention and NAR Annual Convention.

MLS Travel.... Maximum per Calendar Year of \$3,500.00.

Remarks _____

Total Request for Reimbursement is \$ _____

****Attach Receipts/copies and written report.**