



USA
FENCING

USA Fencing Domestic Expense Form Part Time

Name: Address: City, State, Zip: Phone: Email: Signature: Name and Location of Event (North American Cup October, November etc.): Role at event (Referee, Armorer, Sports Medicine, Bout Committee, etc.): Referee Rating: Epee ____ Foil ____ Sabre ____	USA Fencing Office Use Only Date Received: Member: _____ W-9: _____ Emailed: _____	
Account Code	Expense Type	Amount of Expense
500420	Per Diem: \$ _____ X _____ Days	US \$ _____
500220	Honorarium: \$ _____ X _____ Days	US \$ _____
	Other Expenses (Must include receipts.)	US \$ _____
Total Reimbursement Request		US \$ _____
***All Expenses are subject to approval by the Program Director		
USA Fencing Office Use Only \$ _____ Program Director: _____ Finance Office: _____		

**This form and any accompanying receipts can be emailed to:
ExpenseForms@USAFencing.org or faxed to: 719-325-8998 or mailed to:
 USA Fencing 4065 Sinton Rd., Ste. 140 Colorado Springs, CO 80907**

1. A Part-time Tournament Official is a USA FENCING member in good standing who has successfully completed the background screening process and who is asked to serve the organization as a Tournament Official. A Part-time Tournament Official has been contracted to work a portion (2 or 1 days) of a specific tournament. Compensation will include the following:
 - a) Per diem
 - b) Honorarium
 - c) Lunch is provided on service days
 - d) Up to \$50* per service day reimbursement for housing and/or travel expenses, with appropriate receipts.
 *\$75 per service day for Summer Nationals