



Susquehanna Regional EMS Council, Inc
Serving: Broome, Tioga, and Chenango Counties

SREMSC Policy Statement

Supersedes/ Updates: new

No. 15-02

Date: 05/15/2015

Re: Vital Signs
Reimbursement

Page 1 of 1

Sponsorship of Members to the Vitals Signs EMS Conference

As the official EMS conference for New York State, SREMSC Inc. encourages its members to attend "Vital Signs." Therefore, any director or alternate may request to be sponsored to attend the conference. All requests must be submitted to the President, or a designee, by the published deadline. The Executive Committee will review all requests and approve those who will be sponsored.

The following list and associated stipulations are the guidelines for reimbursement:

- Conference fee (at the early registration price)
- Lodging (not to exceed the published conference rate)
- Transportation (at the federal rate)
- Parking
- Meals (at federal rate for that city)
- SREMSC, Inc. will not provide reimbursement for alcoholic purchases

Receipts for all purchases must be submitted to the Treasurer with the provided form completed. The amount one member can receive cannot exceed \$750. If the aggregate amount submitted by the members exceeds the budgeted amount for the event then the budgeted amount will be divided equally amongst the members submitting for reimbursement.