

## REGION 2AA FINE ARTS JUDGE MILEAGE REQUEST FORM 2020-20

Region 2AA allows mileage reimbursement for some judging assignments. The Region Secretary and Contest Coordinators or Managers will inform officials and judges at the time of assignment if mileage is allowed for the contracted activity.

Judges are encouraged to share transportation whenever possible with one judge requesting mileage.

For contests where mileage is paid, mileage is reimbursed using the following table. Mileage is paid based on the distance from the official/referee/judge's home address to the contest site as determined by the region secretary using google maps.

One way distance	0 to 10 miles	No Mileage
One way distance	11 to 25 miles	\$10.00
One way distance	26 to 50 miles	\$25.00
One way distance	51 to 75 miles	\$37.50
One way distance	76 to 100 miles	\$50.00
One way distance	101 or more	\$75.00

**The person requesting mileage must provide the following information, sign the form and return it to the Site Manager at the time they work or to the individual contracting the judging service when the contract is signed.**

<b>Activity</b>	_____	<b>ALL INFORMATION MUST BE PROVIDED</b>
<b>Site</b>	_____	
<b>Date(s) of Contest</b>	_____	
<b>Name (Print clearly)</b>	_____	
<b>Address</b>	_____	
<b>City &amp; Zip</b>	_____	
<b>Phone &amp; or Email</b>	_____	<b>Incomplete or illegible information will negate or delay pay.</b>
<b>Signature/Date</b>	_____	

**Region Secretary or hiring agent signature and date:** \_\_\_\_\_

The fully completed form must be given to the hiring coordinator at the time of signing the Judge's contract for working the Contest or to the host site manager on the date of the contest. Completed forms must be sent to the Region Secretary for approval under Region Policy and payment. Mileage will be determined by Region 2AA from the home address to the competition site for the shortest distance using Google Maps. Payment will be made following successful completion of the assignment.

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