

## Area 78 Travel Assistance Application

Date: \_\_\_\_\_

Applicant's full name \_\_\_\_\_

Applicant's Position (check one) DCM \_\_\_ Alt. DCM \_\_\_ GSR \_\_\_ Alt. GSR \_\_\_

Applicant's District Number and Location \_\_\_\_\_

Home Group Name \_\_\_\_\_

Home Group Location \_\_\_\_\_ Applicant's email address: \_\_\_\_\_

Applicant's Mailing Address & Postal Code \_\_\_\_\_

Applicant's Phone # and Area Code: \_\_\_\_\_

When was the last Area Committee Meeting or Area Assembly at which a GSR/DCM from your District attended?  
\_\_\_\_\_

**Note: Please print clearly or download the Word Document, fill it in and send it via email to [treasurer@area78.org](mailto:treasurer@area78.org)**

Applying for what event? Please select one:

January ACM \_\_\_ March Assembly \_\_\_ May ACM \_\_\_ September Assembly \_\_\_

**➔ Reminder – you must be a voting member at this event to apply for travel assistance**  
(See guidelines on page 36)

Is this the 1<sup>st</sup> time your District has applied for Assistance? Yes \_\_\_  
No \_\_\_

If no, when did your district apply? \_\_\_\_\_  
(month) (day) (year)

Please provide the following budget details. (Fill in only those items that apply to your situation) Please note that even though we've asked for these items on the budget, it's expected that every GSR/DCM will research the most cost-effective way of traveling, including billeting, carpooling, etc. If there is other information you think we need to know, please attach it to this application form

**Travel Costs (gas, airfare, bus ticket).....\$ \_\_\_\_\_**  
**Food.....\$ \_\_\_\_\_**  
**Accommodation.....\$ \_\_\_\_\_**  
**Other costs**  
**.....\$ \_\_\_\_\_**  
**TOTAL COST (Add all the above)      \$ \_\_\_\_\_**

**District/Group Contribution to attend this event (subtract from TOTAL)..... - \$ \_\_\_\_\_**

**Assistance Requested.....\$ \_\_\_\_\_**

- ➔ Send this completed form to: [treasurer@area78.org](mailto:treasurer@area78.org)**
- ➔ All applications will be acknowledged**
- ➔ Receipts must be submitted to receive reimbursement**

**If you have not received an acknowledgement in a few days, please [contact the Area 78 Treasurer](#)**