



ASSOCIATION OF TEXAS SMALL SCHOOL BANDS
ATSSB OUTSTANDING PERFORMANCE SERIES
Reimbursement Request

DATE: _____ # CDs received (from Page 13): _____ # CDs adjudicated: _____

I had personal expenses as described below in the ATSSB Outstanding Performance Series adjudication process:

Judges' Honorarium (\$75 per judge plus \$2.50 per CD above 35 adjudicated) \$ _____

Region/Area Coordinator Honorarium (\$100 plus \$2.50 per CD above 35 adjudicated) \$ _____

Packaging and postage for CDs and optional flash drive backups advancing (attach receipts) \$ _____

The OPS procedures do not allow for any other expenses (refreshments, mileage, etc.), but should there be unforeseen expenses you would like to submit, do so below and a case-by-case judgement will be made by the OPS State Chair:

_____ \$ _____

_____ \$ _____

Net reimbursement requested -----> \$ _____

Signed _____
Designated Region Coordinator/Designated Area Coordinator/OPS State Chair (circle one)

Make check out to _____ and mail it to:

Mail this completed request to:

Kenneth L. Griffin, Executive Secretary
ATSSB
2117 Morse Street
Houston, Texas 77019

Use the space below and on back if additional explanation is necessary:

FOR OFFICE USE ONLY:
DATE PAID: _____ AMOUNT PAID: \$ _____ CHECK NUMBER: _____