

TMCA, INC.
SCHOLARSHIP / TRAVEL STIPEND
REQUEST FOR REIMBURSEMENT FORM

Date Submitted: _____

Name: _____ Title: _____

City: _____ Email: _____

Type of Reimbursement

☐ **1. TMCCP Seminar Scholarship (\$500)**

TMCCP Seminar Scholarships open eight weeks prior to each seminar and are awarded on a first-come, first-served basis.

Seminar Name: _____

Seminar Location: _____

Departure Date: _____ Return Date: _____

☐ **2. TMCA Major Scholarship _____**

(Name)

TMCA Major Scholarships are awarded once annually and recognized at the Annual TMCA Awards Banquet.

Expenses	Amount
Registration	\$
Travel (taxi, shuttle, car rental)	\$
Mileage (Miles X current IRS rate)	\$
Lodging	\$
Meals	\$
Other	\$
TOTAL COST:	\$

Please make reimbursement payable to:

☐ Recipient named above

☐ City of _____

Mailing Address _____

I certify that these expenses were incurred for approved educational purposes and have not been reimbursed for another source.

Recipient Signature: _____ Date: _____

Submit this form with associated receipts to **Miriam.Sheehan@unt.edu**
Incomplete submissions may delay processing.