

REQUISITION NO. 595 PURSUANT TO THE CUSTODIAL SERVICE
AGREEMENT BETWEEN THE HOUSING FINANCE AUTHORITY OF
MANATEE COUNTY, FLORIDA, AS OWNER, AND U. S. BANK NATIONAL
ASSOCIATION, AS CUSTODIAN, ACCOUNT #95930830

TO: U. S. Bank National Association, as said Custodian

RE: Payment of expenses in connection with traveling to and from and attending the 2017
FLALHFA Conference in Atlantic Beach, FL, July 12-15, 2017 for Angela A. Abbott

You are hereby authorized to pay from the funds of the Owner, the amount of \$750.07, as
per the attached statement, and remit same to:

Angela A. Abbott
4420 S. Washington Avenue
Titusville, FL 32780

This requisition was approved and authorized at a meeting of the Owner with a quorum
present and voting on August 8, 2017.

Chairman of the Housing Finance Authority
of Manatee County, Florida, as Owner

**HOUSING FINANCE AUTHORITY OF MANATEE COUNTY
VOUCHER FOR REIMBURSEMENT
OF TRAVEL EXPENSES**

Traveler: Angela A. Abbott

Purpose of Travel: Florida ALHFA Annual Conference, Atlantic Beach, Florida

Dates: July 12-15, 2017

Transportation Expenses:

Mileage round trip from home to One Ocean, Atlantic Beach
288 miles @ \$0.445 cents per mile \$ 128.40

Tolls: \$ 0

Parking fees (not included on hotel bill):
\$ _____
\$ _____

PER DIEM FOR MEALS:*

7/12/17 - Hour of departure from home - 12:30 p.m.

7/15/17 - Hour of arrival home - 2:30 p.m.

Wed., July 12, 2017

Lunch \$ _____

Dinner \$ 19.00

Thurs., July 13, 2017

Breakfast \$ N/A

Lunch N/A

Dinner N/A

Fri., July 14, 2017

Breakfast N/A

Lunch 11.00

Dinner \$ 19.00

Sat., July 15, 2017

Breakfast N/A

Lunch \$ 11.00

Dinner \$ _____

TOTAL PER DIEM REQUESTED: \$ 60.00

LODGING - 7/12-7/14/17 (\$220.58/night room and tax)	\$ 661.74
Florida ALHFA Conference Registration Fee:	\$ 650.00
SUBTOTAL:	<u>\$1,500.14</u>
LESS ONE-HALF PAID BY Brevard County Housing Finance Authority:	<u>(- 750.07)</u>
TOTAL REIMBURSEMENT REQUESTED:	<u><u>\$ 750.07</u></u>

PLEASE ATTACH RECEIPTS FOR EACH ITEM EXCEPT PER DIEM

I hereby certify that the above expenses were actually incurred by me as necessary travel expenses in the attendance at a conference which was directly related to official duties of the Housing Finance Authority of Manatee County; any meals or lodging included in the conference registration fee have been deducted from the travel claim; and that this claim is true and correct in every material matter and same conforms in every respect with the requirements of Section 112.061, Florida Statutes.

Signature:  Date: 7/24/17
Angela A. Abbott

*The following meals were provided by the conference and are not eligible for reimbursement to the members:
Breakfast, Lunch & Dinner - Thursday, 7/13/17
Breakfast - Friday, 7/14/17
Breakfast - Saturday, 7/15/17

Per diem will be paid as follows:

Breakfast - \$ 6.00 - if travel begins before 6:00 am & extends beyond 8:00 am
Lunch - \$11.00 - if travel begins before 12 noon & extends beyond 2:00 pm
Dinner - \$19.00 - if travel begins before 6:00 pm & extends beyond 8:00 pm