

**AJGA TRAVEL STIPEND REQUEST FORM**

**2020 AJGA INVITATIONAL AT SEDGEFIELD**

**Player Reimbursement Information**

 Player Name: **Please return form and receipts to:**

 American Junior Golf Association

 Make payable to: Attn: Tyler Sumner

 1980 Sports Club Dr.

 Home Address: Braselton, GA 30517

 Fax: (678) 425-1621

 tsumner@ajga.org

 City: State: Zip:

 Phone number: Member ID #:

 Are you a current ACE Grant recipient? Yes ❑ No ❑

 **Option 1** **Option 2 \***

**Stipend Categories** Amt. to be Amt. considered

 Reimbursed Receipts (🗹) Charitable contrib. Receipts (🗹)

**Travel to/from event** ❑ ❑

**(airfare, mileage)**

 **Rental Car**  ❑ ❑

 **Lodging**  ❑ ❑

 **Total expenses**

(Max. $150 if staying at The Grandover

$50 if staying in alternate housing)

**Stipend Guidelines**

1. \* - Expenses up to the amount of the eligible stipend may be donated to the AJGA, which is a 501(c)(3) organization. Once the form AND receipts are received, a charitable contribution receipt letter will be sent to you for your tax records.

2. Receipts MUST be enclosed for all expenses - for either a reimbursement check or a charitable donation. A Google Maps is required to substantiate mileage. 2020 mileage reimbursement is $0.575/mile which covers gas plus devaluation/depreciation costs of the vehicle.

3. The AJGA is not permitted to provide reimbursement for items bought with frequent flier miles or point rewards programs (per United States Golf Association guidelines).

4. Reimbursable expenses include travel to/from the event (flight, mileage or gas, if driving) for the junior only. Parents’ expenses are not eligible for reimbursement. Airline receipts must show juniors name.

5. Reimbursement for multi-leg flights (traveling to more than one destination) will be determined based on a percentage of the total cost of all the flights. This method complies with the United States Golf Association’s Rules of Amateur Status guidelines.

6. Travel stipend requests must be submitted to Tournament Director, Tyler Sumner, by **July 28, 2020**. Any requests received after this date will only be honored in the form of a charitable donation to the AJGA as outlined in #1 above.

7. The Tournament Stipend committee reserves the right to approve/deny any reimbursement of stipend expenses.

8. ACE Grant Members must submit this stipend reimbursement along with their ACE Grant Reimbursement Worksheet. Attention to: ACE Grant (not to the Tournament Director)

9. If you are an international competitor and would like to receive your travel stipend via wire transfer, please contact Madison Scudder for the International Wire Transfer Form. PLEASE BE ADVISED: a $10 fee will be deducted from your stipend to cover the cost of this service.