



AJGA TRAVEL STIPEND REQUEST FORM
2019 Swinging Skirts AJGA Invitational



Player Reimbursement Information

Player Name: _____

Make payable to: _____

Home Address: _____

City: _____ State: _____ Zip: _____

Phone number: _____ Member ID #: _____

Please return form and receipts to:
 American Junior Golf Association
 Attn: Hailey Estes
 1980 Sports Club Dr.
 Braselton, GA 30517
 Fax: (678) 425-1665
 hestes@ajga.org

Are you a current ACE Grant recipient? Yes No

<u>Stipend Categories</u>	<u>Option 1</u>		<u>Option 2 *</u>	
	<u>Amt. to be Reimbursed</u>	<u>Receipts (☑)</u>	<u>Amt. considered Charitable contrib.</u>	<u>Receipts (☑)</u>
Travel to/from event (airfare or mileage ONLY)	_____	<input type="checkbox"/>	_____	<input type="checkbox"/>
Total expenses (Max. \$200)	=====		=====	

Stipend Guidelines

- * 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 for your tax records.
- Receipts **MUST** be enclosed for all expenses - for either a reimbursement check or a charitable donation. A Google maps printout (www.google.com/maps) is required to substantiate mileage. 2019 mileage reimbursement is \$0.58/mile which covers gas plus devaluation/depreciation costs of the vehicle.
- 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).
- Reimbursable expenses include travel to/from the event **ONLY** (airfare or mileage). Airfare for the junior **ONLY** is eligible for reimbursement. Parents' expenses are not eligible for reimbursement. Airline receipts must show the junior's name.
- All travel stipend requests must be submitted to Tournament Director Hailey Estes by **September 16**. Any requests received after this date will only be honored in the form of a charitable donation as outlined in #2 above.
- The Tournament Stipend committee reserves the right to approve/deny any reimbursement of stipend expenses.
- If you are an international competitor and would like to receive your travel stipend via wire transfer, please download and return the [International Wire Transfer Form](#) . PLEASE BE ADVISED: a \$36 fee will be deducted from your stipend to cover the cost of this service.