Officials Expense Model

1) Official's Expense Reimbursement
    a. An effort is being made to help with Officials travel and expenses directly related to working as an official. The budget presented was $6,000 to encompass officials expenses. This will obviously not cover all the expenses of officials, but hopefully is a step in the right direction. The primary expenses incurred directly by officials is travel, meals, and lodging before/after a tournament when it's impossible to make the tournament schedule and still get home without additional lodging beyond what's supplied by the tournament. All expense must be actually incurred out of pocket expense beyond what's supplied by the tournament or sponsors.

1) Clinic: Recommend covering the sanction/clinic fees first. This would cover the $10/official fee only, but is the most talked about expense and is universal to all officials. This is a requirement for Regular and Senior judges only. This does not cover participants that don't need the clinic as required maintenance for their rating. Approximate cost last year $400 between all officials.

2) Tournaments: Expenses that are eligible include: travel, hotel, and meal costs outside of what's covered by the tournament or sponsors, but specifically necessary in order to work the tournament. Examples gas, meals, etc. There will be required forms submitted for expenses along with receipts. Guideline for reimbursement as follows:

    a. Only tournaments requiring over 250 miles travel
    b. Max reimbursement amount for all individually incurred expenses
        i. $50/person for tournaments requiring under 500 miles travel
        ii. $150/person for tournaments requiring over 500 miles travel
        iii. $200/person for tournaments requiring over 1,000 miles travel
    c. Expense reimbursement request only for actually incurred expenses with receipts
        i. Receipts are required with Officials Travel Expense Form
    d. Expense reimbursement request restricted to actual selected tournament officials for that given tournament, not additional volunteers
    e. Expense Reimbursement Request must be turned in by September 1st for the respective tournament season to be considered
    f. Max reimbursement per tournament of $1,000 or $1,500 if a 7-Judge panel was used.
    g. Max reimbursement per Official of $800/year

All expense reimbursement requests will be prorated equally based on total expense reimbursement requests for a given season. (Example: Committee receives reimbursement forms for $12,000 than all requests will be prorated at 50% to achieve allotted max allotted by the board.) A simple application or spreadsheet was developed by the Officials Committee to be used to manage eligible requests and provide allocations of funds submitted for any financial audits.

Officials Travel Expense Compensation Form -2026 Edition

To be eligible the Official must travel greater than 250 miles to/from their home to the site of the tournament to be considered. All Officials must submit this form and associated receipts to be considered eligible.

Officials Name : ____

Officials Home Address, City, State, Zip : ____________________________________

Tournament Name : ____

Tournament Dates : ____

Tournament Address : ____

Total Number of Miles Traveled: ________________________________

Travel Dates: ____

Did you Drive or Fly? ________________________

Did you Travel with anyone else? ________________________________

Amount of individually incurred expense? $_________________________

(Out of pocket costs only, not tournament nor sponsor supplied)

Please send this form to the current Officials Committee Chairperson by September 1st to be considered.

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