



2017 FARA SYMPOSIUM REIMBURSEMENT REQUEST APPLICATION

Nashville, Tennessee
April 25 - 27, 2017

Deadlines: The FARA Symposium reimbursements will be issued on a first-come, first-served basis. Limited funds are available, so apply early! Award recipients will be contacted by FARA.

Name:			
Agency Name:			
Address:			
City, State/Province:		Zip/Postal code:	
Phone:		Fax:	
E-mail:			
Permission to Attend	<input type="checkbox"/> I certify that I have been given permission to attend the symposium by my agency if reimbursement is approved.		
Requested Reimbursement <i>Select all the items that apply</i>			
Registration Fee	<input type="checkbox"/> I certify that I have <u>asked my agency to pay the Registration Fee</u> and that I will be <u>unable to attend the symposium unless</u> the Registration Fee is waived.		
Hotel	<input type="checkbox"/> I certify that I have <u>asked my agency to pay the Hotel Costs</u> and that I will be <u>unable to attend the symposium unless</u> the Hotel Costs are reimbursed.		
Airfare	<input type="checkbox"/> I certify that I <u>have asked my agency to pay for Airfare</u> and that will I be <u>unable to attend the symposium unless</u> the Airfare is reimbursed.		

Terms and Conditions: FARA will consider applicant's request for a one-time symposium reimbursement under the following conditions:

- Applicants and Recipients must be Public Safety FARA members in good standing.
- Symposium reimbursement funds are limited and will be awarded a first-come, first-served basis according to policies approved by the FARA Board of Directors.
- Meals are not included, beyond symposium lunches and breakfasts.
- Recipient and recipient agency agree to allow FARA to use their agency name in press coverage or letters to potential donors as applicable.
- **Award recipients must attend all FARA Training functions (or one of two sessions if they are concurrent) or reimbursement will not be made.**

On behalf of my agency I agree to the terms and conditions as outlined in this symposium reimbursement application:

 Signature

 Date