



**NORTH CENTRAL JURISDICTION
OF THE UNITED METHODIST CHURCH**

REQUEST FOR ADDITIONAL PER DIEM

For Voting Delegates and Committee Members

The REGULAR PER DIEM for voting delegates is for 4 nights in Peoria = \$500

The REGULAR PER DIEM for Committee Members is (the required stay in Peoria) x \$125

***IF you were required to stay in Peoria an extra night (or two)
DUE TO CIRCUMSTANCES BEYOND YOUR CONTROL
You may request extra per diem.***

Your Name: _____

Street Address: _____

City: _____ **State:** _____ **Zip:** _____

Phone: _____ **E-Mail:** _____

Annual Conference: _____

I am a: **Voting Delegate** **Non-Delegate Committee Member**

If a Committee Member, name of your Committee: _____

I am requesting an additional: **One** or **Two Nights of Per Diem**

I am requesting additional per diem because of:

- Flight Schedule**
- Committee Meeting Schedule**
- Unreasonable Driving Time Requirements**

Other (please be specific):

Signature of your Committee Chairperson: _____

Notes: No checks will be written at the site of the NCJ Conference Session. Your request will be considered and – if approved – you will receive your additional per diem check by mail.

Travel Reimbursement: *To be reimbursed for your travel, please submit the travel reimbursement form which is available at the information desk or on-line.*

You may return this form to NCJ Treasurer Rick VanGiesen during the current session, or after the session concludes by mail: Rick VanGiesen, PO Box 19207, Springfield, IL 62794-9207; by FAX: 217-529-4107 or by e-mail: RVanGiesen@igrc.org