

THE DOE EDUCATOR SUMMIT INVOICE

ALL INVOICES MUST BE RECEIVED BY AUGUST 24, 2022

The Department of Education is reimbursing SAUs for the following:

- Hotel accommodations for those traveling over 50 miles each way at a rate of no more than \$179 per night for up to two nights.
- Sales tax will not be reimbursed
- Mileage reimbursement is .45 per mile

Invoice Number: MDOE ES1

Vendor Code:

Funding Code: 013-05A-3105-13-3105IGG F2017

SAU:

Mailing Address:

Contact:

Phone:

Total Lodging for **All** Participants

Total Mileage Reimbursement for **All** Participants

A detailed trial balance that includes ALL invoice expenses must be attached to this invoice along with a copy of the Summit Agenda to ensure reimbursement.

Invoice Total

EMAIL INVOICE, DETAILED TRIAL BALANCE & AGENDA TO:

Matthew Vaughan at:
matthew.s.vaughan@maine.gov
207-530-7016

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Travis Doughty

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Janette Kirk