

## STC COMPETITIVE TEAM TRAVEL REIMBURSEMENT POLICY

1. **ALL ENTRANTS SEEKING REIMBURSEMENT MUST BE A MEMBER IN GOOD STANDING, BEFORE THE RACE REGISTRATIONS ARE FILLED OUT.** Entrants must be registered to compete on the STC team and compete wearing an STC uniform.
2. **THE BOARD APPROVED BUDGETED AMOUNT IS DIVIDED EQUALLY AMONG STC MEMBERS THAT FINISHED THE RACE, UP TO A MAXIMUM OF \$300<sup>1</sup> PER MEMBER.** The annual travel budget will be established and approved by the Board. The maximum that any one individual member that finished the race receives will be set annually.
3. **ALL SPECIAL CASES OR SITUATIONS WILL BE BROUGHT TO THE ATTENTION OF THE COMPETITIVE TEAMS CHAIRPERSON TO RELAY TO THE BOARD.** If a situation needs to be brought to the board, the Competitive Teams chairperson will be the only person to do so. No exceptions.
4. **TEAM REQUESTS WILL BE HONORED FIRST.** In exceptional cases, individual (non-team competition) requests may be considered. **ALL individual requests must be submitted at least 30 days prior to running the event. ALL INDIVIDUAL REQUESTS FALL UNDER RULE 3.**
5. **ALL ENTRANTS MUST VOLUNTEER TO AT LEAST THREE CLUB RELATED EVENTS<sup>2</sup> PER YEAR IN ORDER TO BE ELIGIBLE FOR REIMBURSEMENT.** Our volunteering year begins on January 1 and ends on December 31. You can volunteer any time between these dates.
6. **THE CLUB WILL REIMBURSE ALL TRAVEL AFTER THE COMPETITIVE SEASON HAS ENDED.** The club sets the cross country season as from August 1 to January 31. Eligible team members must request reimbursement in writing on or before January 31. Email is acceptable.
7. **ALL ENTRANTS MUST PROVIDE PHOTOGRAPHS FROM THE EVENT TO STC FOR PUBLICATION AND PROMOTION.**

### Application for Reimbursement

Applicant Name & Address	
Date of application/request	
Event(s)	
Date(s) of Event(s)	
Volunteered at which STC events?	
STC Member?	Circle: Yes No
Photographs shared with Board?	How many?  To Board member:
Amount requested	
Signature	

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<sup>1</sup> 2024 Maximum per person.

<sup>2</sup> Eligible events include, but are not limited to: Resolution Run, Super Couch Potato, Syracuse Half (STC Water Stop), Mountain Goat Training Runs, Mountain Goat Run, Veterans Memorial Day 5k, Valley Nature Run, PGXC Series home meet, PGXC Series team captain, Halloween Run.