

## Clarification of claimable expenses by ACI officers (for the treasurer's file)

### TRAVEL

#### → BOARDMEETING :

- flight tickets for the whole ACI Board
- Homehosting : 75€ per day including the day of arrival and departure of the ACI board

#### → ACI CONFERENCE :

- travel for the whole ACI Board (past year accounts)
- Conference hotel accommodation during the AGM from Thursday till Sunday. The ACI President has a room, the other members of the ACI Board have a double rooms (for the incoming year accounts). A place for a handover meeting on Sunday will be provided.
- Registration for excursions or special events is at the officers own costs
- Present : for organising ACI Conference committee (about 10€)

#### → CHARTER N°1 Club NEW COUNTRY, INSTALLATION NATIONAL BOARD, SPECIAL ANNIVERSARY

- ACI is responsible for paying the ACI Officer's travel costs to the country
- The cost of the accommodation, the transport, the costs of the official meeting and the Gala Dinner and the accommodation during the official visit are to be paid by the host country
- It is advisable that the ACI Officer is home hosted
- If hotel accommodation is considered to be necessary, it is also on the costs of the host-country.

#### → ATTENDING THE CONFERENCE OF LCI, TCI 41CI., RTI :

- ACI can pay travel, participation, hotel (or only one or two) depending on the budget.

### SPECIALS

#### → PRESENTS :

1. for Charter of a N°1 Club, installation National Board : 30€ + chain of office
2. for LCI, TCI, 41 International, RTI : 10€
3. for representation : depending on the budget
4. other gifts : are on own costs
5. gifts for charters: 10 €

#### → HONORARIUMS

ACI President : 100€

#### → ITEMS FROM THE ACI SHOP : at cost price for the ACI Board