**Board-Approved** **“Customary & Usual” Expenses** (6/8/16)**:**  If any expenses are above the approved expenses listed below, or are not listed below, Board approval is necessary for reimbursement of expenses.

**NMDA Schooling Show expenses:**

venue fee: up to $300/show day, if higher needs Board approval

 (should include at least one disking/watering of area, office with electric, restrooms and PA use, if available)

judge fee (L grads) fee: $150/show day per Standing Rules

(“r” and higher): varies, if more than $150 needs approval by Board

judge mileage: $0.35/mile RT (if asked for reimbursement), if over $200 needs approval by Board

lunch for judge/volunteers: up to $75/show day (depending on show size)

prizes up to $100/show, if more than $100 needs Board approval

water & ice: up to $20/show

copying: up to $10/show

Port-a-john (if needed) $130-$150

Other expenses: need approvals by Board prior to expenditures

**NMDA Clinic and other educational activity expenses:**

Clinician fee, lodging, travel/mileage expenses, venue fee (should include at least one disking/watering of area, office with electric, restrooms and PA use, if available), audio system and/or port-a-potty rentals (if not included with venue), and any other expenses associated with the activity must be approved by the Board *prior* to the event. The activity coordinator shall prepare an activity budget, and submit this budget to the Board for approval.

**Annual YE Banquet expenses:**

venue: needs approval by Board

catering: needs approval by Board

YE Championship ribbons: needs approval by Board

YE Awards: needs approval by Board

raffle items purchase: needs approval by Board

**Miscellaneous Association expenses:**

USDF test booklets: varies, based on USDF/no. of members requesting

test copying: varies

ribbons/bridle nos.: varies

Office supplies/copying: varies

PO box/postage: $400 (estimate, this year includes ~$250 for 4 By- Laws revision member mailings)

Member mtg/elections: $600 (estimate based on 2015 costs)