

**International Society of Explosives Engineers  
Chapter Paper Reimbursement Expense Form**

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Reimbursement is authorized only for the individual who has been approved to present the Chapter Paper. No substitutions please. No substitutions will be authorized.  
Reimbursement is for up to \$1,000.00 and is computed as follows:

1.	Total Authorized for Travel and Paper Expenses	\$1000.00
2.	Conference Registration Fee (Paid by ISEE)	\$ _____
3.	Hotel Room \$ _____ x _____ Nights = (Paid by ISEE)	\$ _____
4.	Other Expenses (Paid by ISEE)	\$ _____
5.	Total Expenses Paid by SEE: Add Lines 2,3, and 4	\$ _____
6.	Total Remaining for Reimbursement (Deduct Line 5 from line 1)	\$ _____
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7.	Travel Expenses Including Air Fare (Paid by Author)	\$ _____
8.	Meals and Misc. Expenses (Paid by Author)	\$ _____
9.	Expenses for Production of Paper	\$ _____
10.	Conference Registration Fee (Paid by Author)	\$ _____
11.	Hotel Room * \$ _____ x _____ Nights = (Paid by Author)	\$ _____
12.	Total Paid by Author (Add lines 7,8,9,10,and 11)	\$ _____
13.	Total Due Author** (Write amount from line 6 or 12 which ever is less)	\$ _____

\* Attach all appropriate receipts and sign below. Your check will be mailed within thirty days after receipt of this report.

ISEE Member # \_\_\_\_\_

Name \_\_\_\_\_

Company \_\_\_\_\_

Address \_\_\_\_\_

Chapter \_\_\_\_\_

Name of Paper : \_\_\_\_\_

Author's Signature \_\_\_\_\_ Date \_\_\_\_\_

Please submit form to: Program Coordinator  
International Society of Explosives Engineers  
30325 Bainbridge Road, Cleveland, Ohio 44139-2295 USA