

131st MAINE LEGISLATURE
LEGISLATOR REQUEST FOR SESSION ALLOWANCES

**Submit to the Office of the Executive Director in Room 103
by 12 noon on Friday of each week.**

Print Name _____

Week Beginning Sunday _____

Sunday Monday Tuesday Wednesday Thursday Friday Saturday

1. Check any days you used **overnight lodging**:

2. **LEGISLATIVE SESSION:** Check any days on which you attended sessions of the House or Senate.

3. **OTHER LEGISLATIVE BUSINESS:** Check any days on which you **traveled to Augusta, or other approved meeting location**, to attend a Committee or other authorized meeting.

Please identify the Committee or meeting:
(Required when **Other Legislative Business** checkbox is selected.

Tolls Claimed: \$ _____

Complete only if you have taken a route that is different from the one you submitted on your Legislator Information Form.

I certify that this information is accurate for the purpose of calculating the amounts due to me pursuant to 3 MRSA § 2, as amended.

SIGNATURE _____

Date Submitted _____

ALLOWANCES

Summary of Maximum Allowances Authorized by Law

* Meals and housing \$70/day

OR

Mileage in lieu of housing \$0.46/mile for first round trip each week, up to \$38/day for additional

Tolls days Actual

* Meals \$32/day

- * Mileage and toll reimbursements are based on information entered on the Legislator Information Form submitted by each legislator to the Office of the Executive Director prior to the start of the First Regular Session.
- * Meal allowances will be adjusted for meals that are provided: (\$4 breakfast, \$8 lunch, \$20 dinner)
- * The meal allowance is also adjusted if overnight accommodations are necessary on the day preceding a session of the House and Senate, committee or other authorized meeting, as well as on the final day of attendance for the week.

If you have any questions please contact:

Eliza Taplin
Legislative Staff Accountant
Executive Director's Office, Room 103
Telephone: 287-1615

or Dawna Lopatosky
Legislative Finance Director
Executive Director's Office, Room 103
Telephone: 287-1615