

**University of Southern Indiana
College of Liberal Arts**

REQUEST FOR REIMBURSEMENT FOR CANDIDATE MEALS

Please follow the guidelines for the allowed amounts for candidate meal reimbursements listed below. Any additional charges over the allowed amount will NOT be reimbursed.

Position Description _____ Position Number _____

Department _____

Candidate Name _____

Reimbursement is for a MAXIMUM of THREE faculty PLUS the candidate (for a total of four people). Additional faculty may attend, but the additional meals are not reimbursable.