

Coach Reimbursement Schedule Hotel, Per Diem, and Mileage 2023-2024 Effective January 1, 2022

Reimbursement

To be reimbursed for tournament and/or friendly expenses, a reimbursement form must be filled out and delivered to the AFC Treasurer (treasurer@alliancefutbol.club, PO Box 385 Meridian, MS 39302) **Reimbursements are made on the 10th and 20th of each month. Reimbursement forms must be received by the AFC treasurer no later than two days prior.**

Hotel

Coach's hotel arrangements should be coordinated by the Team Manager. Managers are encouraged to seek compensated arrangements for team coach/trainer. If the coach can leave Meridian by 7am and make it to the game location one hour prior to start of the first game a hotel stay is not warranted nor covered for reimbursement. Submit request to AFC Treasurer (treasurer@alliancefutbol.club). Hotel reimbursements submitted from VRBO, AirBnB, etc. will not include excessive booking and cleaning rates.

Per Diem

\$25/day

Mileage Schedule

40-59 Round Trip Miles = \$50.00 total

100-299 Round Trip Miles = \$70.00 total (JFC, Ridgeland, Brandon, Clinton, Laurel, Hattiesburg, Starkville, Columbus)

300-399 Round Trip Miles = \$90.00 total (Birmingham, Tupelo, Gulfport, Daphne)

400-600 Round Trip Miles = \$110.00 total (New Orleans, Memphis, Decatur, Gulf Shores, Pensacola)

600+ Round Trip Miles = Negotiated between team manager, coach, and AFC Treasurer.

AFC Attire/Training Wear/Equipment

AFC provides coaches/trainers with Soccer.com points to purchase these items. AFC gear can be purchased in the AFC Store at Soccer.com <https://www.soccer.com/club/18231472>