



**District 16  
Department of California**

**Request for Reimbursement of Transient Veteran Expense**

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Date: \_\_\_\_\_

From: American Legion Post \_\_\_\_\_  
\_\_\_\_\_

Veteran SSN: \_\_\_\_\_

Veteran's Name: \_\_\_\_\_

Veteran's Address: \_\_\_\_\_

Services Rendered: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Amount of Reimbursement Request from District 16: \$ \_\_\_\_\_

Explanation of fund usage: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Veteran's signature \_\_\_\_\_ certifies receipt of funds received

Post Service Officer / Adjutant \_\_\_\_\_  
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**Post Reimbursement:** District 16 has policy to reimburse District 16 Posts for expenses incurred in assisting transient veterans and their family. The recommended dollar limits are:

- Food: **\$5.00** per person, **\$30.00** per family;
- Lodging - **\$15.00** per person, **\$30.00** per family;
- Gasoline – one tank full, maximum **\$30.00**;
- Bus Fare - **\$50.00** per family.

Expenses in excess of stated recommendation may be considered in unusual circumstances.

This policy is administered by a committee appointed by the district Commander each year, consisting of at least one person from each county. The posts will submit to the Committee Chairman the name, address, date and what services were rendered to the transient veteran for review by the committee, and subsequent recommendations to the District Executive Committee. Approved reimbursements will be payable from the District Rehabilitation Fund. To prevent abuse, the Posts must thoroughly screen all requests for monies and/or assistance, and to the extent possible verify actual fund usage. Local Posts along suspected transient veteran's route of travel should be alerted when and where possible.