

National Conference of State Liquor Administrators, Inc.



Conference Subsidy Program

The NCSLA has an annual subsidy program with a limited number of awards available. State regulators may request expense reimbursement not to exceed \$3500 per state to attend the NCSLA annual and/or regional conferences during the fiscal year. If awarded, the conference registration fee is also waived for each attendee from the approved State. Spouse/guest fee is not waived and must be submitted with the conference registration form.

Awards are based upon the following conditions:

- Expense reimbursements are limited to coach airfare, hotel lodging at the conference hotel and local transportation expenses to/from the hotel on start/end dates of the conference.
- You must register for the conference during the early bird registration dates.
- Rooms must be booked at the conference hotel using the link provided on the NCSLA website.
- Attendance of all business sessions is a requirement for reimbursement and registration fee waiver.

You are required to submit all receipts with your completed reimbursement request.

SECTION 1 – State Regulator Applicant Information

Organization Name:	
Applicant Name:	
Street Address:	
City, State, Zip Code:	
Phone Number:	
Number of Attendees:	
Names and Titles of Members Attending Under Subsidy:	

SECTION 2 – Application Type

<input type="checkbox"/> State travel ban. <input type="checkbox"/> Current travel ban documentation is attached. (Required)
<input type="checkbox"/> State financial hardship. <input type="checkbox"/> Attach explanation. (Required)
<input type="checkbox"/> New state regulator. Must be new to agency but does not have to be the Director/Chairman, etc.

I agree to comply with the conditions listed above and understand that applying for and receipt of these funds represents that any state requirements have been complied with.

Signature and Title

Date

Please submit your completed application and any required information to pfrantz@ncsla.org