



**PER DIEM AND MILEAGE CLAIM FORM  
BOARD OF DIRECTORS**

Director: \_\_\_\_\_

Month/Year Covered: \_\_\_\_\_

Date(s)	Meeting	Per Diems	Mileage
<b>BOARD AND COMMITTEE MEETINGS:</b>			
	Board Meeting (Regular and Special)		
	Engineering & Long-Range Planning Committee		
	Finance, Insurance & Personnel Committee		
	Public Information & Intergovernmental Relations Committee		
	Fire / Emergency Services Committee		
	Audit Committee		
	Sewer Committee		
	Business Meeting: _____		
<b>AUTHORIZED MEETINGS AND CONFERENCES:</b>			
	Association of California Water Agencies (ACWA)		
	Council of Water Utilities (COWU)		
	North County Water Group (NCWG)		
	California Special District Association (CSDA)		
	Urban Water Institute, Inc. (UWI)		
	Training Webinar: _____		
<b>FUNCTIONS PRE-APPROVED BY BOARD PRESIDENT:</b>			

Total Per Diems: \_\_\_\_\_ days @ \$160/meeting (10 per diems/month max): . . .

Total Mileage: \_\_\_\_\_ miles @ \$0.625/mile: . . . . .

**TOTAL COST OF CLAIM** . . . . .

Approved for payment by Board action this  
\_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

The undersigned claimant makes the foregoing claim against Rincon del Diablo Municipal Water District, states that the money claimed was actually expended and/or the mileage stated was actually traveled on behalf of said District in pursuance of the duties of the claimant, and that said claim is presented in good faith and has not heretofore been paid.

\_\_\_\_\_  
Secretary, Rincon del Diablo MWD

\_\_\_\_\_  
Claimant (signature) (date)

Received for agenda \_\_\_\_\_  
(date)

\_\_\_\_\_  
Treasurer, Rincon del Diablo MWD (date)