



Atlantic States Marine Fisheries Commission

1050 N. Highland Street • Suite 200A-N • Arlington, VA 22201
703.842.0740 • 703.842.0741 (fax) • www.asmfc.org

Vision: Sustainable and Cooperative Management of Atlantic Coastal Fisheries

TRAVEL AUTHORIZATION

TA No. 22-007

Charge To: 0396000ESPR

Approved by: Laura Leach

Subject: ASMFC 2022 Spring Meeting

Location: Arlington, Virginia

Meeting Dates: May 2-5, 2022

Hotel Details: Meeting and accommodations arranged at The Westin Crystal City, 1800 Richmond Highway, Arlington, VA 22202. Reservations: Online at [Book your group rate for Atlantic States Marine Fisheries Commission](#) or call 703.486.1111 and identify ASMFC Spring Meeting to receive discounted rate.

Cutoff Date: Friday April 8, 2022

Per Diem: Hotel: \$258 plus tax sgl/dbl
Meals: \$74 (\$18/\$20/\$36)

Mileage: \$0.585/mile, eff. January 1, 2022. Rental cars must be specifically authorized.

Airport Transportation: The Westin Crystal City provides complimentary shuttle service (white van) which operates Monday-Sunday and stops at Reagan National Airport (DCA) at Terminal A, Terminal B (Door 5) & Terminal C (Door 9), and runs every 15 minutes (4:30-8:00AM) and every 30 minutes (8:00AM-10:30PM). By Metro from DCA: Yellow Line to MOUNT VERNON SQUARE or Blue Line to LARGO TOWN CENTER. Exit at Crystal City Metro Station. Travel Time: 5 minutes; the hotel is within walking distance from the Crystal City (Underground) Metro Station.

Local Transportation: Hotel is located across from the Crystal City Metro station and its underground shops and restaurants. Additional restaurants are within walking distance.

Parking: Self-parking on-site (underground) \$25/day.

Basic Guidelines: In consideration of the Commission's budget please attempt to select the most reasonable airfare. You are responsible for determining your arrival and departure times. Commissioners (or their proxies) are eligible to attend all meetings; all others are eligible for reimbursement to attend board/committee meetings of which they are a member. If the distance from your office to the meeting site is under 35 miles, ASMFC will not reimburse hotel, mileage or per diem but may reimburse any miscellaneous expenses that would not normally occur during a work day (i.e., parking, tolls). ASMFC reserves the right to disallow travel expenses it deems excessive or unnecessary to conduct ASMFC business.

General: Complete ASMFC Travel Reimbursement Guidelines can be found at: http://www.asmfc.org/files/Meetings/TravelReimbursementGuidelines_Jan2022.pdf and the Electronic Travel Voucher: http://www.asmfc.org/files/Meetings/ASMFCElectronicTravelVoucher_Jan2022.xlsx. Please contact the ASMFC office if you have questions or would like staff assistance.

Reimbursement: You must submit an ASMFC travel voucher with receipts within 30 days of the final day of travel. Electronic travel vouchers and scanned receipts are preferred and should be sent to accounting@asmfc.org. Vouchers and receipts will also be accepted via snail mail if emailing is not an option.



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AUTHORIZED TRAVELERS:

Abbott, Dennis	Franco, Dawn	Miramant, David
Altman, Thad	Franke, Emilie	Moran, Patrick
Anstead, Kristen	Gadomski, Tom	Murray, Sarah
Armstrong, Mike	Gary, Marty	Neilan, Brian
Aydelotte, Drew	Gates, Matthew	Newhard, Josh
Ballenger, Joey	Geer, Patrick	Paramore, Lee
Batsavage, Chris	Gillingham, Lewis	Patterson, Cheri
Bauer, Tracey	Gilmore, Jim	Peake, Sarah
Beal, Rob	Giuliano, Angela	Pearce, N. Scott
Beal, Robert	Gorham, Bill	Plumlee, J. Bryan
Belcher, Carolyn	Hart, Hannah	Powell, Marisa
Bell, Mel	Hasbrouck, Emerson	Power, Heather
Berger, Tina	Havel, Lisa	Pugh, Craig
Blanchard, Kurt	Haymans, Doug	Rawls, Kathy
Borden, David	Hodge, Chris	Reid, Eric
Boyle, James	Hoffman, Carol	Rhodes, Malcolm
Brown, Delayne	Hyatt, William	Rhodes, Trey
Brown, Robert	Jacobs, Chris	Rickabaugh, Harry
Brunson, Jeff	Kaminsky, Todd	Robertson, Cynthia
Burgess, Erika	Kane, Raymond	Rogers, Matt
Burrell, Thomas	Keliher, Patrick	Ryan, Daniel
Campfield, Patrick	Kerns, Toni	Schaeffer, Tim
Carson, William	Kersey, Robert	Self, Ross
Carty, Lisa	Kipp, Jeff	Seltzer, Jeffrey
Cimino, Joe	Knowlton, Kathy	Sikorski, David
Clark, John	Kuhn, Kristopher	Simpson, Julie Defilippi
Clarke, Peter	LaFrance, Robert	Snellbaker, Jason
Colden, Allison	Leach, Laura	Sosnowski, Susan
Colson Leaning, Dustin	Luisi, Mike	Starks, Caitlin
Copeland, Robert	Lupton, Dee	Stein, Dana
Corbett, Heather	Lustig, Loren	Steinburg, Bob
Couch, Nick	Madsen, Shanna	Thomas, Michael
Cromer, Ronnie	Mannen, Jerry	Tompkins, Deke
Curatolo-Wagemann, Scott	Mason, T. Montgomery	Train, Stephen
Davidson, Maureen	McCawley, Jessica	Walker, Jason
Davis, Justin	McCreight, Jay	Ware, Megan
Dize, Russell	McDonough, Chris	Warner, Clyde
Drew, Katie	McKiernan, Dan	Watters, David
Drzewicki, Maya	McManus, Conor	White, Geoffrey
Edwards, Phillip	McMurray, John	Willey, Angel
Elliott, Warren	McNamee, Jason	White, Ritchie
Fegley, Lynn	Meserve, Nichola	Williams, Keith
Ferrara, Sarah	Miller, Roy	Wojcik, Greg
Fote, Tom	Miner, Craig	Woodward, Spud



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Ziobron, Melissa

Zobel, Renee