



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. 22-016

Charge To: 0396000ESUM/0036000ESU **Approved by:** Laura Leach

Meeting Name: ASMFC 2022 Summer Meeting

Meeting Date: AUG-02-2022 - AUG-04-2022

Meeting Location: Arlington, Virginia

Hotel Details: Meeting and accommodations arranged at The Westin Crystal City, 1800 Richmond Highway, Arlington, VA 22202. Reservations: 1.888.627.8209 and identify ASMFC Summer Meeting to receive discounted rate.

Cutoff Date: JUL-12-2022

Per Diem: Hotel: \$172 plus tax (sgl/dbl) Meals: \$74 (\$18/\$20/\$36)

Mileage Rate: \$0.625/mile, eff. July 1, 2022. Rental cars must be specifically authorized.

Airport Transportation: The Westin Crystal City provides complimentary shuttle (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

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

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.

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

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.

General Notes: Complete ASMFC Travel Reimbursement Guidelines can be found at http://www.asmfc.org/files/Meetings/TravelReimbursementGuidelines_2022.pdf and the Electronic Travel Voucher: http://www.asmfc.org/files/Meetings/ASMFCElectronicTravelVoucher_2022.xlsx Please contact the ASMFC office if you have questions or would like staff assistance.

Authorized Travelers:

Abbott, Dennis	Altman, Thad	Ameral, Natalie
Anstead, Kristen	Armstrong, Mike	Batsavage, Chris
Bauer, Tracey	Beal, Rob	Beal, Robert
Belcher, Carolyn	Bell, Mel	Bellavance, Rick
Berger, Tina	Blanchard, Kurt	Borden, David



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Authorized Travelers:

Bouffard, Colleen	Boyle, James	Brown, Delayne
Brown, Robert	Burgess, Erika	Campfield, Patrick
Carson, William	Carty, Lisa	Cieri, Matt
Cimino, Joe	Clark, John	Clarke, Peter
Cloyd, Rese	Colden, Allison	Colson Leaning, Dustin
Corbett, Heather	Couch, Nick	Cromer, Ronnie
Davis, Justin	Defilippi Simpson, Julie	Dize, Russell
Drew, Katie	Drzewicki, Maya	Elliott, Warren
Fegley, Lynn	Ferrara, Sarah	Fote, Tom
Franco, Dawn	Franke, Emilie	Gary, Marty
Gates, Matthew	Geer, Patrick	Gilmore, Jim
Giuliano, Angela	Gorham, Bill	Green, Jamie
Griffin, Melanie	Hasbrouck, Emerson	Havel, Lisa
Haymans, Doug	Hodge, Chris	Hoffman, Carol
Hoffmeister, Brett	Hyatt, William	Jacobs, Chris
Jennings, Gary	Kaminsky, Todd	Kane, Raymond
Keliher, Pat	Kerns, Toni	Kersey, Robert
Kipp, Jeff	Kuhn, Kristopher	Lafrance, Robert
Latour, Rob	Leach, Laura	Lengyel Costa, Nicole
Luisi, Michael	Lustig, Loren	Maniscalco, John
Mannen, Jerry	Mason, T. Montgomery	Mccawley, Jessica
Mccreight, Jay	Mcdonough, Chris	Mckiernan, Dan
Mcmanus, Conor	Mcmurray, John	Mcnamee, Jason
Meserve, Nichola	Miller, Roy	Miner, Craig
Miramant, David	Murray, Sarah	Newhard, Josh
Paramore, Lee	Patterson, Cheri	Peake, Sarah
Perry, Derek	Plumlee, J. Bryan	Powell, Marisa
Power, Heather	Pugh, Craig	Rawls, Kathy
Reardon, Kathleen	Reid, Eric	Rhodes, Malcolm
Rhodes, Trey	Rickabaugh, Harry	Robertson, Cynthia
Ryan, Daniel	Schaeffer, Tim	Sikorski, David
Sosnowski, Susan	Starks, Caitlin	Stein, Dana
Steinburg, Bob	Tompkins, Deke	Train, Stephen
Ware, Megan	Watters, David	White, Geoffrey
White, Ritchie	Woodward, Spud	Ziobron, Melissa
Zobel, Renee		