



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. 23-003

Charge To: 0396000EWIN

Approved by: Laura Leach

Meeting Name: ASMFC 2023 Winter Meeting

Meeting Date: JAN-31-2023 - FEB-02-2023

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 Winter Meeting to receive discounted rate. Refer to Meeting Notice for booking link

Cutoff Date: JAN-04-2023

Per Diem: Hotel: \$188 plus tax (sgl/dbl) Meals: \$74 (\$18/\$20/\$36)

Mileage Rate: \$0.655/mile, eff. January 1, 2023. 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) discounted 25%/day. See front desk when checking out to request rate adjustment

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_2023.pdf and the Electronic Travel Voucher: http://www.asmfc.org/files/Meetings/ASMFCElectronicTravelVoucher_2023.xlsx. Please contact the ASMFC office if you have questions or would like staff assistance.

Authorized Travelers:

Abbott, Dennis

Altman, Thad

Anstead, Kristen

Armstrong, Mike

Baker, Chris

Balouskus, Richard

Bassano, Louis

Batsavage, Chris

Bauer, Tracey

Beal, Rob

Beal, Robert

Belcher, Carolyn

Bell, Mel

Bellavance, Rick

Berger, Tina



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Authorized Travelers:

Borden, David	Bouffard, Colleen	Boyle, James
Braun, Ingrid	Brown, Delayne	Brown, Robert
Burgess, Erika	Burrell, Thomas	Campfield, Patrick
Carson, William	Carty, Lisa	Cimino, Joe
Clark, John	Clarke, Peter	Cloyd, Rese
Colden, Allison	Corbett, Heather	Cromer, Ronnie
Davis, Justin	Defilippi Simpson, Julie	Dize, Russell
Drew, Katie	Edwards, Phillip	Elliott, Warren
Fegley, Lynn	Ferrara, Sarah	Fote, Tom
Franke, Emilie	Gary, Marty	Gates, Matthew
Geer, Patrick	Gilmore, Jim	Gopal, Vin
Green, Jamie	Griffin, Melanie	Grout, Doug
Hasbrouck, Emerson	Haymans, Doug	Hepler, Allison
Hornstein, Jesse	Hyatt, William	Jacobs, Chris
Jennings, Gary	Kane, Raymond	Keliher, Pat
Kerns, Toni	Kipp, Jeff	Kuhn, Kristopher
Lafrance, Robert	Law, Alexander	Leach, Laura
Lengyel Costa, Nicole	Luisi, Michael	Lustig, Loren
Madsen, Shanna	Maniscalco, John	Mannen, Jerry
Mason, T. Montgomery	Mccawley, Jessica	Mcdonough, Chris
Mckiernan, Dan	Mcmanus, Conor	Mcnamee, Jason
Mercer, Jeff	Meserve, Nichola	Miller, Roy
Musante, Madeline	Neilan, Brian	Newhard, Josh
Newlin, Scott	Nowalsky, Adam	Palla, Kranthi
Patterson, Cheri	Peake, Sarah	Perry, Derek
Plumlee, J. Bryan	Powell, Marisa	Power, Heather
Pugh, Craig	Rawls, Kathy	Reardon, Kathleen
Reid, Eric	Reny, Cameron	Rhodes, Malcolm
Rhodes, Trey	Robertson, Cynthia	Ryan, Daniel
Schaeffer, Tim	Self, Ross	Sikorski, David
Simmons, Scott	Sosnowski, Susan	Starks, Caitlin
Stein, Dana	Thomas, Chad	Train, Stephen
Tuckey, Troy	Tuohy, Chelsea	Ware, Megan
Watters, David	White, Geoffrey	Williams, Keith
Woodward, Spud	Wray, Michael	Zobel, Renee