

# Operation Reimbursement

<b>Operations Costs</b>
Operation Costs may be reimbursed 100% of the paid invoice cost. In order to receive reimbursement operations invoice must be an approved cost from the Consolidated Lodging Tax committee members list. Invoice provided must include notation of payment with proof of payment.
<b>Mileage Reimbursement</b>
Mileage reimbursements that are outside of 50 miles of Kittitas County may be reimbursed at 100% cost. In order to receive reimbursement, a signed statement from the receiver along with other required documentation. Mileage reimbursement is subject to IRS mileage reimbursement rates which may change annually.
<b>ITEMS NOT ELIGIBLE FOR REIMBURSEMENT</b>
<b>ITEMS NOT ELIGIBLE FOR REIMBURSEMENT</b> <ul style="list-style-type: none"><li>a. Salaries of Employees</li><li>b. Capital purchases-any item with 3+ years life and over \$5,000</li><li>c. Licenses, permits, insurance, or credit card fees</li></ul>

<b>ALL PAYMENTS TO LODGING TAX GRANTEES ARE PAID ON A REIMBURSEMENT BASIS ONLY.</b>
<b>ALL INVOICES SUBMITTED TO THE COUNTY FOR REIMBURSEMENT ARE TO HAVE ALREADY BEEN PAID TO THE VENDOR</b>
<b>DO NOT SUMBIT REIMBURSEMENT REQUESTS FOR INVOICES THAT HAVE NOT ALREADY BEEN PAID TO THE VENDOR</b>