

2022



**ASSOCIATION OF TEXAS SMALL SCHOOL BANDS**  
**ATSSB OUTSTANDING PERFORMANCE SERIES**  
**Reimbursement Request**

DATE: \_\_\_\_\_

# recordings adjudicated: \_\_\_\_\_

I had personal expenses as described below in the ATSSB Outstanding Performance Series adjudication process:

Judges' Honorarium (\$100 per judge plus \$2.50 per recording above 35 adjudicated) ..... \$ \_\_\_\_\_

Region/Area Coordinator Honorarium (\$125 plus \$2.50 per recording above 35 adjudicated) ..... \$ \_\_\_\_\_

The OPS procedures do not allow for any other expenses, but should you anticipate additional expenses you would like to submit, do so below and send this to the OPS State Chair for prior approval. Otherwise, only the expenses listed above will be reimbursed.

\_\_\_\_\_ OPS Approval \$ \_\_\_\_\_

\_\_\_\_\_ OPS Approval \$ \_\_\_\_\_

\_\_\_\_\_ OPS Approval \$ \_\_\_\_\_

\_\_\_\_\_ OPS Approval \$ \_\_\_\_\_

Net reimbursement requested -----> \$ \_\_\_\_\_

Signed \_\_\_\_\_  
Designated Region Coordinator/Designated Area Coordinator/OPS State Chair (circle one)

Make check out to \_\_\_\_\_ and mail it to:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Mail this completed request to:

**Kenneth L. Griffin, Executive Secretary**  
**ATSSB**  
**2117 Morse Street**  
**Houston, Texas 77019**

Use the space below and on back if additional explanation is necessary:

*FOR OFFICE USE ONLY:*

DATE PAID: \_\_\_\_\_ AMOUNT PAID: \$ \_\_\_\_\_ CHECK NUMBER: \_\_\_\_\_