



RULES CONCERNING PARTIAL TRAVEL REIMBURSEMENT OF COUNCIL DELEGATES

1. Only representatives of those Member Parties paying their membership or affiliation fee before the statutory deadline of the 1st of April of the respective year, are entitled to travel reimbursement. Travel reimbursement cannot be claimed retrospectively.
2. All delegates to the ALDE Council are entitled to claim travel reimbursement. Representatives of affiliate member parties are only entitled to reimbursement of 50% of their expenses as their parties don't pay a full affiliation fee.
3. Only the cheapest possible ticket (i.e., economy flights, 2nd class railway) and/or other means of transport can be used as a basis for making a claim. Used tickets or original invoices are to be submitted with the travel claims. No accommodation or local transportation expenses will be reimbursed.
4. Delegates travelling by car will be reimbursed based on a train ticket 2nd class return.
5. All delegates must pay the equivalent of the first 100 € of their travel costs themselves, except for reimbursements below 150€ where the amount of 100 € will not be deducted.
6. Travel costs will be reimbursed based on the amount spent by the delegate up to the following maximum:

0 km - 850 km : up to 150 euros

850 km - 2000 km : up to 250 euros

>2000 km : up to 350 euros
