

TRAVEL EQUALIZATION

2016 ENROLLMENT FORM

The Southeastern District has established a Travel Equalization program to provide minimum reimbursement for pastors, teachers, vicars, and laity who serve as delegates to official District conferences and conventions. **If you choose to participate in Travel Equalization, the District office must receive your congregation or school payment prior to the event for which they intend to submit a claim.** Events covered by Travel Equalization are as follows:

- DISTRICT CONVENTION
- LEADERSHIP CONFERENCE
- PROFESSIONAL CHURCH WORKERS CONFERENCE
- EDUCATORS CONFERENCE
- ADMINISTRATORS CONFERENCE
- SPECIAL CONFERENCES (AS APPROVED)

The following are prescribed for the 2016 congregational assessment:

Communicant Membership	Travel Equalization Assessment
Under 100	\$195
100 – 199	\$255
200 – 299	\$315
300 – 399	\$410
400 – 499	\$530
500 – 599	\$590
600 – 699	\$680
700 – 799	\$770
800 – 899	\$865
900 – 999	\$960
1,000 and over	\$1,050

Note: The assessment for RSO's and association schools is \$255. A school participating apart from the congregation pays the rate based on the congregation's communicant membership.

Congregation _____ **Circuit** _____
City and State _____

Signature _____ **Date** _____
Position _____

Communicant Membership _____
 Travel Equalization Assessment (from chart above) is \$ _____
 Enclosed Check Number _____

**Please return this completed form with your check payable to "Southeastern District, LCMS"
 By December 31, 2015 to:**

**Southeastern District, LCMS
 6315 Grovedale Drive
 Alexandria, VA 22310-2501**