

TRIP REIMBURSEMENT POLICY

1. We need to have a consistent policy for pilot reimbursement for trips to Mexico and Oasis.
2. The FAA allows pilots to be reimbursed for fuel, oil, fees and rentals up to the total amount contributed by all trip participants on board, including the pilot, providing all contribute an equal amount and all participants have a common purpose for making the flight.
3. The FAA says nothing about organizational subsidies and many pilots are unable to accept a subsidy as “amount contributed by all trip participants”.
4. Current fuel prices have been relatively stable for the last year or so, negating the need for monthly adjustments to the participant contribution needed to cover costs.
5. Collection of the individual trip contributions and the distribution of pilot reimbursement shall be performed by the home chapter of the pilot involved, regardless of the home chapters of the participants. Chapter trip coordinators shall make these funds available to the pilot’s home chapter prior to the trip departure.
6. Upon completion of the trip, each pilot may claim reimbursement of expenses, as approved by the FAA, up to the total amount contributed. Claim will be submitted to the treasurer of his home chapter. Excess expenses may be claimed as a charitable contribution. Pilots are responsible for assuring that claimed expenses are allowable.
7. In the event that a sudden spike in fuel prices cause the established cost to be deemed inadequate, the board may approve a one time fuel surcharge to be added to the participants trip cost.
8. By careful flight planning and taking advantage of discounts such as at Mexicali, Hermosillo and Guaymas, pilots can help to keep trip costs down.
9. A special issue comes up when a seat is reserved for additional equipment at the request of LMV. In this case, the equipment is considered a participant and LMV, as owner of that equipment, pays its share of the trip costs, e.g. a transfer of \$350 from corporate to the chapter organizing the trip. Seats left empty by the pilot for gross weight or other concerns do not apply.

Trip contribution by each participant is established for all chapters at the current cost of \$350 per seat for trips to Mexico and \$175 for trips to Oasis, payable in advance.

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May 2010