



## **ANZATS Council Member Conference Reimbursement Policy**

**The Australian and New Zealand Association for Theological Studies (ANZATS)  
Limited  
ABN 27 145 380 749**

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### **1. Purpose**

This policy outlines the reimbursement arrangements for Council Members of the Australia New Zealand Association of Theological Studies (ANZATS) attending the annual ANZATS conference.

### **2. Scope**

This policy applies to all current ANZATS Council Members.

### **3. Reimbursement Entitlements**

ANZATS will reimburse the following expenses for Council Members attending the annual conference:

- **Air Travel:** Economy class flights to and from the conference location.
- **Accommodation:** Up to one (1) night of accommodation.

All accommodation reimbursements must fall within the financial range or limits set and approved by the **Treasurer and President**.

### **4. Costs Not Covered**

Council Members are responsible for all other expenses associated with conference attendance, including but not limited to:

- Conference registration fees
- Additional accommodation beyond one night
- Meals and incidental expenses
- Ground transportation
- Any other personal or professional costs

### **5. Conditions of Reimbursement**

- Reimbursements will only be made upon submission of appropriate receipts and documentation.
- Expenses must be reasonable and align with the limits set by the Treasurer and President.

## **6. Non-Attendance**

If a Council Member:

- Does not attend the annual conference; or
- Does not incur the eligible travel and accommodation expenses,

**no reimbursement or alternative compensation will be provided.**

## **7. Policy Review**

This policy may be reviewed and updated periodically by the ANZATS Council.

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