



Travel Expenses Reimbursement

Updated January 2026

These guidelines outline when mileage can be reimbursed for fraternal leaders attending district or regional office events. They're designed to help chapters make consistent, responsible decisions and ensure leaders know what to expect before traveling.

Mileage Reimbursement for District and Regional Meetings

- If the event includes business and fraternal topics, it is considered a business event, and financial representatives should follow business travel guidelines.
- Use the current IRS mileage rate.
- Meals, lodging, and incidentals are not reimbursable.
- If travel requires an overnight stay, virtual participation is recommended. Contact the Fraternal Department for special circumstances.

Approval & Documentation

- Travel must be pre-approved by the chapter board if reimbursement is expected.
- Document and keep the roundtrip mileage from the attendee's home to the meeting with chapter records (no need to send to the Fraternal Department).

Other Reimbursable Travel

- Fraternal Department–hosted events (instructions provided with each event).
- American Fraternal Alliance or other advocacy trips (instructions provided with each event).
- County and district elections in convention years (host chapters will receive specific guidance).