

## Speakers Bureau Rate Sheet

### [Speakers Bureau Reimbursement Form](#)

*Please upload supporting documentation and receipts on [Speakers Bureau Reimbursement Form](#)*

Presentation Hourly Rate \$50.00

#### Presentation Types

- Full day (6 hours)
- ½ day (3 hours)
- Evening presentation (2 hours)

Travel Expenses Per diem rates ([per CONUS](#))

- Lodging
  - Greater than 120 miles from home
  - Full day presentation = 1 night's lodging
  - Exceptions will be considered
  
- Meals Per diem rates ([per CONUS](#))
  - If not provided (by hotel or host)
  
- Mileage Current [GSA mileage rate](#)
  - Greater than 60 miles (from your home or work)
  
- Incidentals \$5.00