



PPAC Race Reimbursement ANNUAL Submittal Procedures for Members

- The PPAC Race Year will be from **November 1st to October 31st** of each year.
- All submittals **MUST** be received by **November 15th** each year.
 - A Submittal form must be completed.
 - The form will be posted on the PoliceAthletics.com website.
 - If submittals are turned in **AFTER** November 15th, they will **NOT** be reimbursed.
- Submittals **REQUIRE**:
 - Race Day participation.
 - Bib Number of participant (to verify participation).
 - Screen shot OR receipt of **EARLY ENTRY** Registration fee.
- There will be a **MAXIMUM** of twelve (12) races per year per member (BIKE, RUN, ADVENTURE) OR three (3) **MAXIMUM** Triathlons.
 - (This extends to immediate family members to reach the total 12 races, if you personally do not participate in 12 races but your spouse or children join you for few [contact board members for questions].)
- There will be ONE (1) submittal per year. **You** must collect your info and submit it to the treasurer, **Jennifer Sechez**, by November 15th.
- Reimbursements will be **50% of the EARLY ENTRY** Registration fee **OR \$50.00 MAX**, whichever is less (Triathlons will have a maximum of \$350.00 reimbursed at 50% of three races).
 - Example: Early entry fee = \$30 / Reimbursement = \$15
 - Example: Early entry fee = \$150 / Reimbursement = \$50
 - Example: Early Triathlon registrations = \$150, \$150, \$300 / Reimbursement = \$300
 - Example: Early Triathlon registrations = \$650, \$300, \$150 / Reimbursement = \$350

****If the submittal packet does not include all necessary documentation, it will not be eligible for reimbursement.****