



Tue-Cuong Dong-Si <tdong002@ucr.edu>

Travel Award - Reimbursement Instructions

ICRA 2012 <icra2012.travelchair@gmail.com>

Thu, Jun 7, 2012 at 6:50 AM

To: ICRA 2012 <icra2012.travelchair@gmail.com>, nilanjan.sarkar@vanderbilt.edu

Cc: Nikolaos Papanikolopoulos <npapas@cs.umn.edu>

Dear All,

Good news! We have received the funding from NSF for ICRA 2012 travel awards. Thank you very much for your understanding and patience.


Please send me your original receipts and the filled out attached W-9 form to the following address:

Professor Nilanjan Sarkar
Vanderbilt University
Department of Mechanical Engineering
VU Station B 351592
2301 Vanderbilt Place
Nashville, TN. 37235-1592

Please send the receipt as soon as possible but no later than June 30, 2012. Also, please keep copies of the receipts in case something get lost in mail. Airfare, hotel at ICRA, conference registration, food at ICRA, local transportation are all valid expenses for reimbursement. However, note that the maximum reimbursement will be limited to \$800 per person. You will be issued a check once the paperwork is processed. Please allow some time for this to happen - it goes through the system (I cannot write the check myself).

Thank you very much.

Best regards,
Nilanjan Sarkar

 **W9.pdf**
104K