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| **The ORSP will not reimburse the following expenses:** | |
| * Alcoholic Beverages and applicable taxes * Annual fees for personal credit cards * No-show charges for hotels or car rentals * First or business class airfare upgrades * Hotel/lodging upgrades * Gift cards or gifts to friends or relatives in lieu of meals and lodging * Life or travel accident insurance premiums * Instructional supplies/materials * Shipping costs for the above * Parking fines and traffic tickets * Personal care items * Professional licensures & certifications. | * Laundry, valet, or dry-cleaning charges * Personal entertainment such as hotel room movies, newspapers, magazines, health club facilities, etc. * Repairs or towing of personal vehicles * Baby-sitting/pet-sitting * Any expenses for travel companions * Mini-bar refreshments or other snacks in addition to the meal reimbursement * Internet service charges * Optional valet parking services * Annual Memberships to the host organization if they are required for registration as a conference attendee**; presenter-status** membership fees are eligible. |