

## LISDSO 2022 Guidelines for MEALS during Area and State Games

- Delegation covers meals for:
  - **All Athletes & Certified Coaches**
  - **“Asst Coaches”** – anyone supervising athletes other than their own, at hotel, and/or during events/games.
- **Family & friends dining with team pay for own.**
- **Max \$ per Person for Meals- (INCL Tax and Tips):**  
**\$10 per person Lunch, \$17 per person Dinner.**
- Eat with Delegation as much as possible, we usually get price break. **TAKE ADVANTAGE when SOTX provides free meals at the Game venues!**
- Ask restaurant mgrs. if they have discount for Special Olympics- often they give a 10-15% discount, free drinks, buy one get one, etc.
- Use Tax Exempt forms when paying- note example on right, \$0 Tax. It's worth \$3,000/ yr in savings!
- Submit all your receipts to treasurers at one time.
- **Write LEGIBLY on receipts as shown at right >>>**
- **SCANNING RECEIPTS?** Each “scan” file should have receipts from just 1 person (SOTX request). Cut off excess paper at top, & below \$ total at bottom. WRITE INFO as shown at right. Put as many as possible in each scan file, turn sideways etc. is fine.
- The more complete and legible your receipts are, faster they can be sent in for reimbursement. If you haven't rec'd Check within 3 wks of giving receipts to treasurer, please let him/ her know!

Cut off excess paper

State Swim dinner     Rudy's Bar-B-Q  
 504 Harvey Road  
 College Station, TX 77840  
 (979) 696-7383

Larry Lindahl  
 Coach/Chaperones

25 athletes     660     7 Chaperones

Host: Pedro 660     32 meals total     10/18/2018 6:10 PM 60061

Chips (26 @0.99)	25.74
Sausage Sandwich (9 @5.99)	53.91
Turkey Sandwich (8 @5.99)	47.92
Brisket Sandwich (12 @5.99)	71.88
Pulled Pork Sandwich (3 @5.99)	17.97
Beans-SM	2.29
Corn on Ccb	1.99
Chicken-1/2	6.49
Potato Salad-SM (3 @2.29)	6.87
New Potato-SM	2.29
Pudding	2.49
Promo Cup Donation	1.00
<hr/>	
Subtotal	240.84
Tax Exempt #SOTX	0.00
Tax	0.00
<hr/>	
<b>Dine-In Total</b>	<b>240.84</b>
<hr/>	
VISA #XXXXXXXXXXXX7568	240.84
Auth:01707D	

Cut off excess paper

Check us out online.  
 Your comments matter to us.  
[www.rudys.com](http://www.rudys.com)  
 --- Check Closed ---

**Scan covers Restaurant, location, date, Items ordered, and Total pd., with excess paper cut off top & bottom.**

**WRITE IN:**

**-Who paid**

**-Day, meal**

**-Team name**

**-No. of athletes and chaperones**

**-Circle amt to be reimbursed.**

**-Only need YOUR address on 1 of receipts**

## LISDSO 2022 Guidelines for ROOMING during State Games

Lodging is biggest expense, yet comfort is important for a fun experience. LISDSO guidelines are designed to not overspend, but not overcrowd. Goal is 3 people per room (\*Exceptions for 2 per room noted below).

- COACHES are in best position to ensure delegation \$\$ are spent wisely, so they are responsible for communicating these guidelines to their athletes & families before each Tourney / Event / Trip.
- LISDSO will pay full room cost if it has at least **3 total of Athletes, Coaches, or “Assts”**.
  - Coach = SOTX Certified in any sport, functioning as a Coach at this event.
  - **“Asst Coaches” = anyone supervising athletes besides their own, at hotel, and/or at events/games.** HEAD COACH designates Coaches & Assts for each trip.
- 4 per room – optional, (but much appreciated!), if “suite” rooms avail (2 beds + couch).
- Chaperone different gender than their child? Consider putting your child with chaperone of their same gender, then you can host two OTHER athletes (same gender as you). Or combine with another parent/ child whom you know. (Example: Renae/Jason + Betty / Bryant)
- Anyone wanting only themselves plus their Athlete in room:
  - Coach or “Asst Coach” + their athlete:
    - LISDSO pays 2/3 of room, Coach / Asst pays 1/3.
  - Parent (not “Asst” as defined above) + their athlete in room.
    - LISDSO pays 1/3 of room, Parent pays 2/3.
- \*Exception for Athletes requiring wheelchair / walker or Service Dog: LISDSO pays full cost of room for 2 in room (athlete + any chaperone: Coach, Asst, or Parent). They may choose to have addl athlete or chaperone in room with them, which is appreciated but not required. Also, HOD may approve 2 per Room if used for Equip / Uniform storage, Meetings, disburse meds, etc.
- HEAD COACH must designate their Assts for trip, and discuss guidelines with all parents/family. Parents/ family not serving as Coach or Asst should come prepared to pay their share of lodging , and if applicable, their meals as well (see Meal Guidelines).