



From time to time really exciting things happen at CPAESS and we will be sending you news splashes to keep you up to date!

Hello CPAESS Staff,

With changing meeting dynamics due to the pandemic, we understand that many of your conferences and meetings have transitioned to virtual meetings. To help you with these reimbursement requests we have created a new request form specifically for virtual meetings.

If you will be attending a virtual meeting with any fees, please ensure you fill out [this Virtual Meeting Reimbursement Request Form here](#).

This form can always be accessed on the CPAESS “For Staff” page [found here](#). Fees can include registration, abstract submission, membership dues, and any other costs associated with the meeting.

Please **do not** make any official purchases of these items until you have received approval from administrative staff in the Boulder office. Lastly, if the virtual meeting does not have any associated fees, you do not need to submit this form.

Thank you, and as always if you have questions please [reach out](#).

Glenn