

United Horse Protection Designated Qualified Person Expense Report

United Mountain Horse, Inc
 860 Kiddville Rd
 Winchester, KY 40391
 859-842-0270 / 859-842-0884 Fax
www.unitedmountainhorse.org

Full Name of Contracted DQP: _____, DQP License number: _____

Address: _____, _____, _____, _____ Phone: _____
 Street City State Zip

Designated Qualified Person Inspection Services

Date	Description of Service	Mileage	Lodging	Meals	Other Fees Contracted	Total
Column Totals						

Grand Total _____

DQP (Employee Signature) _____

Approved for payment by: _____

Expense Guidelines	
DQP should work with Show Management when making all travel arrangements and hotel accommodations.	
Maximum Rates:	
Daily DQP Services	\$175.00 per day
Mileage	0.40 per mile per day
Travel Arrangements:	Airfare (Lowest Priced Coach rate available)
	Car rental (Lowest Priced economy rate available)
	Airport Parking (not to exceed \$15.00 /day)
	Hotel (Market rate for horses show host hotel)
Per Diem rate for meals:	Not to exceed \$25.00 /day; prorate by \$8.33/meal if show provides any meals on show grounds