



PEF's 48th Annual Convention

Travel Arrangements

- **ALL RESERVATIONS FOR REGIONAL BUS MUST BE MADE THROUGH PEF SPECIAL EVENTS.** Please submit your request for the REGIONAL BUS THROUGH THE CVENT REGISTRATION LINK AND SUBMIT THE \$25.00 DEPOSIT TO RESERVE YOUR SEAT. PEF will not reimburse you for travel arrangements made on your own.
- **Rental car reservations must be approved by the Secretary Treasurer.**
- **Do NOT travel if you are exposed to COVID-19, you are sick, you test positive for COVID-19, or you are waiting for results of a COVID-19 test. Learn when it is safe for you to travel. Do not travel with someone who is sick.**

Regional Bus Reservations

- A \$25 deposit is required to reserve your seat on the regional bus
- All bus travel must be made through the Cvent portal.
- Any trip made on your own will not be reimbursed by PEF.
- The deadline to register for the regional bus trip is Monday, August 31, 2026.
- Payments can be made through Cvent when registering.

Personal Vehicles

- **Mileage reimbursement for personal vehicles is half of the federal mileage rate** (using your personal vehicle).
- If you transport one or more additional delegates, reimbursement is the full federal mileage rate at the time of the Convention.
- Tolls are paid in full based on travel from the delegate's home. Receipts are required.
- Passenger names must be provided on your voucher for full mileage reimbursement.

Travel Confirmations

***PEF will email confirmations with updated itineraries two weeks prior to Convention.**