

PMI LEADERSHIP INSTITUTE MASTER CLASS TRAVEL BUDGET WORKSHEET FOR REQUIRED TRAVEL

PMI will provide a broad range of programs, services and offerings to Leadership Institute Master Class participants as PMI's contribution to their personal growth and development. This form is designed solely to help candidates estimate expenses associated with travel to participation in the Leadership Institute Master Class.

During the three face-to-face meetings in North America, PMI provides breakfasts, lunches, breaks and two (2) dinners. Leadership Institute Master Class applicants will need to ensure they have obtained adequate financial support to cover their travel-related expenses.

2017 Leadership Institute Master Class

First Face to Face Meeting: 19-21 September – San Diego, California, USA (prior to NA LIM)

Air Transportation _____
Ground Transportation _____
Lodging _____
(\$275.00 USD rate per night; four nights)
Meals _____ (dinner for two nights)
Miscellaneous expenses _____ (parking, travel visas, etc.)

Subtotal _____

Second Face-to-Face Meeting: 4 days (date TBA) April 2017 – Philadelphia, Pennsylvania, USA

Air Transportation _____
Ground Transportation _____
Lodging _____
(\$200.00 USD estimate per night; four nights)
Meals _____ (dinner for two nights)
Miscellaneous expenses _____ (parking, travel visas, etc.)

Subtotal _____

Third Face-to-Face Meeting & Graduation: 2 days (date TBA) October 2017 – place in North American TBA (prior to NA LIM)

Air Transportation _____
Ground Transportation _____
Lodging _____
(\$275.00 estimate per night; five nights)
Meals _____ (dinner for three nights)
Miscellaneous expenses _____ (parking, travel visas, etc.)

Subtotal _____

2017 Leadership Institute Master Class

Total Estimated Expense _____