

## **NON REIMBURSABLE EXPENSES**

**Although not a complete list, this list offers examples of expenses that will not be reimbursed by the University or SABO**

- Unreasonably expensive meals and lodging
- Fees incurred for changing reservations (unless there is a business justification)
- Paying for an event or competition using VENMO to a person/entity
- Costumes for student organizations purchased OUTSIDE of the US
- Expenses that are not Rutgers student organization/club -related
- Meals included in the cost of conference/meeting fees/meets.
- All expenses related to the personal negligence of the traveler (parking tickets and fines, towing, traffic violations, damage to personal vehicles, clothing, or other items)
- Purchases made using a gift card or using personal airline miles is not reimbursable.
- Lost/stolen cash or personal property, including luggage and/or backpacks
- Personal items and services (e.g, haircuts, manicures, saunas, massages, pet care costs, souvenirs or personal gifts, and personal reading materials)
- Late payment penalties and interest on personal credit cards
- Alcoholic beverages
- Frequent flyer or club membership (air or rail) fees
- The purchase of travel, accident or life insurance for a student organization-related trip
- SWAG purchased **not** through Consolidus

**Please note:**

**The SABO account is restricted meaning only US payments can be made, no wire transfers can be made from the SABO account.**

**All swag purchased by a SABO accountholder must be made through Consolidus.**