

## Attachment 附件

### 2014 Transportation Reimbursement Procedure 領取二零一四年車馬費辦法

1. Post approved for a one time 2014 transportation reimbursement of \$25.00 for members who have 5 or more years of good standing membership with our Post as of June 1, 2014.  
本會通過本年度會員出席會議車馬費，凡會員入會超過五年者（二零零九年六月一日前入會，以本會記錄為準），每人二十五元。
2. This one time reimbursement must be claimed by the member, following conditions listed under paragraph 3 below. Any reimbursement not claimed after December 31, 2013 shall be automatically forfeited.  
此車馬費必須於本年十二月三十一日前領取，逾時作廢。車馬費領取辦法照下列第三項處理。
3. There are three ways for members to claim the 2014 Transportation Reimbursement :
  - a. Members can personally visit the Post (Office hours 2:00 pm to 4:00 pm daily)
  - b. Members can personally call the Post (212-925-5528 2:00 pm to 4:00 pm daily)
  - c. Members can submit in writing request for the reimbursement (Address: 191 Canal St., NYC, NY 10013)
  - d. Members can email to Post (email: post1291@yahoo.com)

車馬費領取辦法如下：

- a. 會員可以親臨本會辦理，辦公時間為每日下午二時至四時。
  - b. 會員可以致電本會辦理，電話號碼為 212-925-5528 辦公時間為每日下午二時至四時。
  - c. 會員可以致函本會辦理，地址：191 Canal St., NYC, NY 10013。
  - d. 會員可以電郵本會辦理，電郵地址：post1291@yahoo.com
4. Member wishes to substitute the 2014 transportation reimbursement for the LY 2014-2015 membership dues should following paragraph 3 above and indicate such. This is the recommended method to all members as it will reduce administrated time, increase efficiency and cut down on postage cost for our Post.  
為節省大家時間、增進本會工作效率及減少郵資費用起見，本會鼓勵會員以二零一四年車馬費代繳二零一四至二零一五年度會費，請照上述四項方法通知本會辦理。