

STATE OF NEW HAMPSHIRE

Honorarium or Expense Reimbursement Report (RSA 14-C)
For Legislators and Legislative Employees



Type or Print all Information Clearly:

Name: Stephen J. Smetheff Work Phone # (603) 271-3661

Work Address: State House, 107 No. Main St., Concord, NH

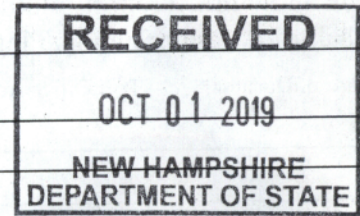
Office/Appointment/Employment held: Speaker of the House

Source of Expense Reimbursement, Honorarium, Ticket or Free Admission, or Meals and/or Beverages

List the full name, post office address, occupation, and principal place of business, if any, of the source of any reportable expense reimbursement, honorarium, ticket or free admission to a political, charitable, or ceremonial event, or meals or beverages consumed at a meeting or event, the purpose of which is to discuss official business, with a value greater than \$50.

If the source is an Individual:

Name of Source: Post Office Address: Occupation: Principal Place of Business:



If the source is a Corporation or other Entity:

Name of Corporation or Entity: National Conference of State Legislatures
Name of Person Representing the Corporation/Entity: Heather Malton
Work Address of Person Representing the Corporation/Entity: 7700 East First Place, Denver, CO 80230

I am reporting:

An Expense Reimbursement with value over \$50.00. (For costs that are waived, forgiven, reduced, prepaid, or reimbursed by a third party (other than the General Court) for attendance at a qualified event, pursuant RSA 14-C:2, III.)

Value of Expense Reimbursement: \$1940- Date Received: 9/8-9/12/19 If exact value is unknown, provide an estimate of the value of the gift or honorarium and identify the value as an estimate. [] Exact [X] Estimate

An Honorarium with value over \$50.00. (For payment from third parties for an appearance, speech, written article or other document, service as a consultant or advisor, or participation in a discussion group or similar activities related to legislative matters, pursuant to RSA 14-C:2, V.)

Value of Honorarium: Date Received: If exact value is unknown, provide an estimate of the value of the gift or honorarium and identify the value as an estimate. [] Exact [] Estimate

A ticket or free admission to a political, charitable, or ceremonial event with value over \$50.00. (Pursuant to RSA 14-C:4, I.)

Meals and/or beverages consumed at a meeting or event the purpose of which is to discuss official business with value over \$50.00. (Pursuant to RSA 14-C:4, II.)

A Donation to a State or National Legislative Association Event. (Pursuant to RSA 14-C:2, IV(b)(15).)

TURN OVER TO CONTINUE

For a report relating to an Expense Reimbursement or Honorarium, you are required to attach a copy of the agenda or an equivalent document which addresses the subjects addressed and the time schedule of all activities at the event. Indicate below the names of the sponsors of activities in cases where they are not indicated on the agenda or equivalent document.

See attached

Provide a brief description of the service or event that gave rise to this Expense Reimbursement, Honorarium, ticket or free admission to a political, charitable, or celebratory event, or meals or beverages.

International Symposium for Legislative Leaders

Source of a Donation to a State or National Legislative Association Event

Provide an itemized report of all individuals, corporations, or other entities from whom you received a donation on behalf of a state or national legislative association event.

Full Name of Donator	Post Office Address	Value of Donation	Date Received	Name of Legislative Association
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(Attach Additional Sheets if Necessary)

"I have read RSA 14-C and hereby swear or affirm that the foregoing information is true and complete to the best of my knowledge and belief."



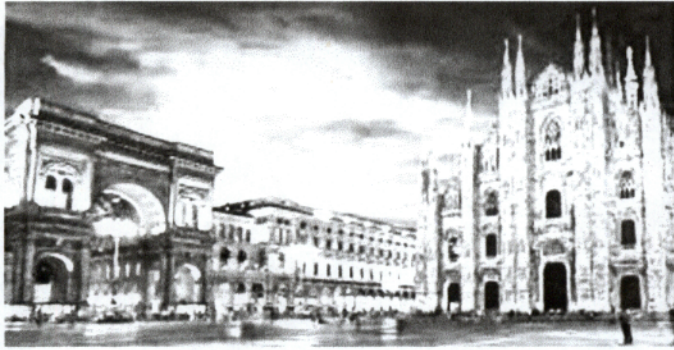
SIGNATURE OF FILER

10/1/19

DATE FILED

[REDACTED]

, Concord, NH 03301



**INTERNATIONAL SYMPOSIUM FOR
LEGISLATIVE LEADERS**
September 8-12, 2019
Milan, Italy

MEETING INFORMATION AND LOGISTICS

We are delighted that you will be attending NCSL's Symposium for Legislative Leaders, Sept. 8-12, in Milan, Italy. Below is logistical information to help you prepare for the trip and meeting.

AGENDA

We have planned an outstanding program. The final agenda is attached.

TRAIN/GROUND TRANSPORTATION

You likely are flying into Malpensa International Airport. The airport is about a 45-minute cab ride to the city center. There are also both train and bus connections to Central Station (Stazione Centrale FS) for a 10 Euro fare. The Milan Central Station is a five-minute walk from the Hilton Milan.

HOTEL

Address: Via Luigi Galvani 12, Milan, 20124 Italy

Phone: +39-02-69831

The Hilton Milan does not provide confirmation numbers. Your room has been secured under our group reservation.

PASSPORT/VISAS

Remember to bring a valid passport since you won't be able to enter Italy without it. The expiration date must be six months later than the last day of your trip and have at least two blank pages. Visas are not required for short stays.

WEATHER

Daily temperatures in September are in the high-70's to low-60's. You may want to bring a light jacket for evenings.

ATTIRE

Business attire is appropriate for the Monday visit to the parliament building. Business casual attire is appropriate for all other sessions. A moderate dress code is in place at the Duomo cathedral (Wednesday

morning tour – no bare shoulders, shorts/skirts must be knee-length). Comfortable walking shoes are recommended!

WIFI/TELEPHONE

The hotel has complimentary Wi-Fi. However, if you require consistent access, we recommend adding an international data plan to your cell phone.

TRAVEL INSURANCE

NCSL will provide basic travel insurance for legislators who attend the conference. Please note that insurance covers legislator participants only; guests and others are not covered.

CURRENCY/CREDIT CARDS

Italy uses the Euro as its currency.

You should notify your credit card companies and bank that you will be traveling internationally to avoid declined credit cards. Additionally, ensure your credit/debit card has a “chip” and you know the PIN. American credit or debit cards without a chip typically will not work with European ATMs or in shops/restaurants.

Be aware that some banks charge extra fees for withdrawing cash from foreign ATMs. Some credit cards may also charge a foreign transaction fee.

REIMBURSEMENT

NCSL will reimburse each legislative leader up to \$1,000 for roundtrip airfare. You must provide receipts to receive the reimbursement. We will distribute an Expense Report Form to you in Milan.

Reimbursements will be processed by NCSL’s Accounting Department after we have received the completed and signed expense report form and your original receipts following the trip.

GUEST FEES

If you are bringing an adult spouse/guest (who will share your room) and have not yet paid the \$250 guest fee, please send payment at your convenience. Please make the check payable to NCSL and send it to Stacy Householder at 7700 E. First Place, Denver, CO 80230. Your guest is welcome to attend all meal functions, excursions and observe programming (with the exception of the visit to the Parliament on Monday, 9/9/19).

We hope you have a safe trip and look forward to seeing you in Milan!

For any questions or further information, please contact:

Stacy Householder - o: (303) 856-1352 - c: (303) 476-3336 - Stacy.Householder@ncsl.org
Beth Hladick - o: (303) 856-1430 - c: (720) 297-2598 - beth.hladick@ncsl.org