

Department 8a136j(8a005578-a(4)(1)f)8a1 P(m)
the Chrome River reimbursement process for business meal reimbursements.

**Per the Virginia Department of Taxation, ODU is exempt from Virginia taxes on prepared meals & catering services related to its mission when paid directly by ODU from institutional funds. Requests for one-time tax exempt certificates may be sent to Linda Wallace at lwallace@odu.edu. **

**Transactions MUST be processed prior to the exception's expiration date or be paid with an alternate method.
Submit to