



KENTUCKY COURT OF JUSTICE POLICY

REIMBURSEMENT FOR KENTUCKY BAR ASSOCIATION ANNUAL MEMBERSHIP DUES

Any Circuit Clerk or non-elected employee of the Kentucky Court of Justice may be reimbursed for his or her annual Kentucky Bar Association dues. The dues must be mandatory; section dues, additional fees that are optional, credit card processing fees, or late fees will not be reimbursed.

A copy of the annual dues notice or proof of payment must be submitted along with a completed [AOC Travel Voucher](#).

Reimbursement requests must be submitted to the Division of Accounting at the Administrative Office of the Courts no later than 90 days after payment of dues to the KBA.

All requests will be audited and reconciled for accuracy.