

**PER STATE OF ARIZONA TRAVEL POLICY
INFORMATION FOR TRAVEL:**

Current Reimbursement Rate for Mileage: 0.445 cents

EFFECTIVE Oct 1, 2018 – REVISED 1-02-2019 By StateAz.

Current Reimbursement rate for Meals:

ALL Reimbursement must be submitted within 30 days from date of

Note: Departure/Return calculate at 75%.

return from trip or District will not reimburse traveler for expense incurred

Default - \$45.00

75%-Rate	\$33.75	\$34.50	\$38.25	\$42.00	\$45.75	\$49.50	Student Rate
Breakfast	\$ 9.00	\$ 10.00	\$ 11.00	\$ 12.00	\$ 13.00	\$ 14.00	\$ 9.00
Lunch	\$12.00	\$ 12.00	\$ 13.00	\$ 14.00	\$ 16.00	\$ 17.00	\$ 11.00
Dinner	<u>\$24.00</u>	<u>\$ 24.00</u>	<u>\$ 27.00</u>	<u>\$ 30.00</u>	<u>\$ 32.00</u>	<u>\$ 35.00</u>	<u>\$ 21.00</u>
	\$45.00	\$46.00	\$51.00	\$56.00	\$61.00	\$66.00	\$41.00
	↑	↑	↑	↑	↑	↑	
Payson	Phoenix	Tucson	Flagstaff & Page	Durango, CO	Sedona		
Chinle	Scottsdale	Cortez, CO	Los Angeles, CA		San Francisco, CA		
Albuquerque	Provo, UT	Santa Fe	Kayenta		Denver, CO		
Gallup	Tempe	Las Vegas, NV	Reno & Laughlin		Washington, DC		
Greeley, CO	Mesa	Oklahoma	Palm Springs, AZ		Seattle, WA		
Farmington NM	Salt Lake, UT		San Diego, CA				
Blanding, UT			Grand Canyon				
Yuma							
Globe							
Show Low							

Current Maximum Room Rates for:

Default - \$94.00

YEAR ROUND	Oklahoma, OK \$95	El Paso TX \$96	Provo, UT \$101	Denver, CO \$181	Salt Lake City, UT \$125
Flagstaff, AZ/Grand Canyon Page, Prescott	<u>Oct 1-31</u> \$146.00	<u>Nov 1-Feb 29</u> \$ 94.00	<u>Mar 1-Apr 30</u> \$119.00	<u>May 1-Sep 30</u> \$146.00	
Kayenta	<u>Oct 1-31</u> \$131.00	<u>Nov 1-Feb 28</u> \$105.00	<u>Mar 1-Sep 30</u> \$131.00		
Tempe/Scottsdale/Phoenix	<u>Oct 1-Dec 31</u> \$121.00	<u>Jan 1-Mar 31</u> \$172.00	<u>Apr 1-May 31</u> \$133.00	<u>Jun 1-Aug 31</u> \$ 94.00	<u>Sept 1-30</u> \$121.00
Sedona	<u>Oct 1-Feb 28</u> 166.00	<u>Mar 1-Aug 31</u> 178.00	<u>Sept 1-30</u> 166.00		
Tucson	<u>Oct 1-Dec 31</u> \$94.00	<u>Jan 1-Feb 28</u> \$119.00	<u>Mar 1-Sep 30</u> \$94.00		
Santa Fe	<u>Oct 1-Dec 31</u> \$123.00	<u>Jan 1-Feb 28</u> \$100.00	<u>Mar 1-Sep 30</u> \$123.00		
Cortez Durango Seattle	<u>Oct 1-May 31</u> \$ 94.00 \$105.00 \$189.00	<u>Jun 1-Sept 30</u> \$118.00 \$153.00 \$257.00			
Reno, NV	<u>Oct 1-Jun 30</u> \$114.00	<u>Jul 1-Aug 31</u> \$142.00	<u>Sept 1-30</u> \$114.00		
Las Vegas, NV	<u>Oct 1-Dec 31</u> \$108.00	<u>Jan 1-Mar 31</u> \$130.00	<u>Apr 1- Aug 31</u> \$102.00	<u>Sept 1-30</u> \$108.00	
Palm Springs	<u>Oct 1-Apr 30</u> \$137.00	<u>May 1-Sep 30</u> \$106.00			
Los Angeles	<u>Oct 1-31</u> 180.00	<u>Nov 1-Dec 31</u> 161.00	<u>Jan 1-Sept 30</u> 180.00		
Washington DC	<u>Oct 1-31</u> \$251.00	<u>Nov 1-Feb 29</u> \$181.00	<u>Mar 1-Jun 30</u> \$251.00	<u>Jul 1-Aug 31</u> \$179.00	<u>Sept 1-30</u> \$251.00

Any questions regarding Lodging/Meals Reimbursements. Please call Cynthia @ x 9647 or Carmelita @ x 9645 in the Purchasing Depart/Business Office.