



# State of Arizona Accounting Manual

Topic 50 Travel Issued 01/02/19  
Section 95 **Maximum Mileage, Lodging, Meal, Parking and  
Incidental Expense Reimbursement Rates** Page 1 of 29

---

## **INTRODUCTION**

This section SAAM establishes policies and procedures for travel-related matters that are infrequently encountered. All rates cited are for reimbursement of actual costs or mileage incurred while traveling on State business.

Mileage rates and lodging rates, under A.R.S. §§ 38-623 and 38-624, respectively, are established by the ADOA, reviewed by the JLBC, and published in SAAM by the GAO.

Effective dates of rates and other policy matters are shown in parentheses following section titles.

### **1. PERSONAL VEHICLE MILEAGE REIMBURSEMENT RATE. (11/15/06)**

Forty-four and one-half cents (**44.5¢**) per mile.

### **2. PRIVATELY-OWNED AIRCRAFT MILEAGE REIMBURSEMENT RATE. (11/15/06)**

Ninety-nine and one-half cents (**99.5¢**) per mile.

Rate is based upon the shortest air routes from origin to destination. Landing and parking fees are reimbursable except those incurred at the location the aircraft is normally based.

Use of a privately-owned aircraft for State business requires the prior approval of the State Comptroller.

### **3. AIRPORT PARKING. (02/20/18)**

#### ***General Airport Parking Guidelines***

While it is impractical to list parking rates for every airport in the country or even in the State, there are some general guidelines that all State travelers are to follow when parking at airports.

- Economy, long-term, off-premises parking serviced by shuttle is to be chosen when available.
- The State will not reimburse upcharges for covered or inside parking.

# State of Arizona Accounting Manual

Topic 50 Travel

Issued 01/02/19

Section 95 **Maximum Mileage, Lodging, Meal, Parking and  
Incidental Expense Reimbursement Rates**

Page 2 of 29

- 
- Receipts with details will be required.
  - In addition to base parking charges, employees will be reimbursed for any taxes, one-time fuel charges, or other non-optional fees that are imposed.
  - Reservation fees are not reimbursable.
  - Airport parking coupons may be available at a parking vendor's website and should be used when they result in a lower cost to the State.

## ***Phoenix Airport Parking Facilities***

For airport parking in Phoenix, a State employee may park wherever he finds it convenient to do so, but will only be reimbursed the lesser of the actual amount incurred or six dollars and fifty cents (\$6.50) per day base parking charges.

The ParkingSpot—4040 E. Van Buren St., Phoenix, AZ (602) 286-9212, 24/7 service—currently offers rates that comply with State reimbursement limits. Travelers must present or acquire a Spot Club Card to take advantage of the discounted rate. They can do so by joining the vendor's Spot Club online before any anticipated travel at (<https://www.theparkingspot.com/locations/phoenix/phx/the-parking-spot-2>).

State employees may also obtain the Club Card from the parking lot cashier by showing their official State picture identification badge when leaving the parking lot; the traveler will then be given a Spot Club Card and the appropriate discount. This newly issued Spot Club Card is to be registered online (<https://theparkingspot.com/spot-club/sign-up>) within two business days of the card's having been issued.

A State employee with a smart phone and a personal credit card can also sign up for the Parking Spot App (<https://theparkingspot.com/spot-club/sign-up?qCode=Stat1898>), using the company code Stat1898. The State employee is to use a personal credit card, not the Employee Travel Card (ETC) in connection with the Parking Spot App (this is because the Parking Spot App can be used for personal as well as official State business parking).

An employee's failure to acquire a Spot Club Card will not justify the granting of an exception from the reimbursement limitation.

## ***Tucson Airport Parking Facilities***

For airport parking in Tucson, a State employee may park wherever he finds it convenient to do so, but will only be reimbursed the lesser of the actual amount incurred or four dollars and fifty cents (\$4.50) per day base parking charges. The facilities listed below offer rates that comply with State reimbursement limits.

# State of Arizona Accounting Manual

Topic 50 Travel

Issued 01/02/19

Section **95 Maximum Mileage, Lodging, Meal, Parking and  
Incidental Expense Reimbursement Rates**

---

Page 3 of 29

## Quick Park Quick Shuttle

- 6448 and 6550 South Tucson Blvd., Tucson, AZ (520) 294-9000, 24/7 Service.
- 6840 and 6920 South Tucson Blvd., Tucson, AZ (520) 294-9000, 24/7 Service.

## Tucson International Airport Parking -- Economy Parking

- 3034 E. Corona Rd. Tucson, AZ, 24/7 Service.

## **4. LONG-TERM SUBSISTENCE RATES. (08/01/16)**

Long-term subsistence involves at least thirty (30) days in travel status outside of a fifty (50) mile radius of both one's residence and duty post.

The lodging and meal reimbursement rates for the appropriate season and location may be reimbursed for up to the first seven (7) days of travel if arrangements for housing cannot be made before travel.

After this initial seven-day (7-day) period, meals will be reimbursed at the rate of fifty percent (50%) of the amounts allowed for full days contained elsewhere in this section of SAAM.

For example: A State employee is on a long-term assignment to Los Angeles, CA. The daily meal allowance in effect at the time for Los Angeles is fifty-four dollars (\$54). The amount of meal reimbursement that would be allowed while qualifying for a long-term subsistence allowance (i.e., after the initial 7-day period) in Los Angeles would be twenty-seven dollars (\$27) per day ( $\$54 \times 50\% = \$27$ ).

After this initial seven-day (7-day) period, daily long-term lodging will be reimbursed at the rate of twenty-five percent (25%) of the amount allowed for a day's short-term lodging. The rate that will be allowed is that which is in effect at the location on the first day of the agreement or lease. The calculation is to be based on a thirty-day (30-day) month for each month of the lease.

For example: A State employee is on long-term assignment to Los Angeles, CA. After his initial seven (7) days in Los Angeles, he enters into a six-month (6-month) lease for an apartment. The lease begins on March 1 and runs through August 31. The lodging rate in effect on March 1 is one-hundred fifty-seven dollars (\$157) a night. The monthly rent the traveler may pay is one thousand one hundred seventy-seven dollars and fifty cents (\$1,177.50) per month ( $\$157 \times 25\% \times 30$ ). This amount may be reimbursed during the course of the lease even though the short-term lodging allowance decreases by seven dollars (\$7) per night on April 1.

Amounts requested or required in excess of those derived in accordance with the formulas established herein require the approval of the State Comptroller.

# State of Arizona Accounting Manual

Topic 50 Travel  
 Section 95 Maximum Mileage, Lodging, Meal, Parking and  
 Incidental Expense Reimbursement Rates

Issued 01/02/19  
 Page 4 of 29

## 5. LODGING AND FULL-DAY MEAL AND INCIDENTAL EXPENSE REIMBURSEMENT RATES FOR DESTINATIONS LOCATED IN ALASKA AND HAWAII OR OUT-OF-COUNTRY. (06/01/17)

For the current Alaska, Hawaii and out-of-country rates, you may contact the GAO at (602) 542-1750 or visit the US Department of Defense (DoD) website. Go to the GAO Website travel page at <https://gao.az.gov/travel/welcome-gao-travel> and click on the “Current Out-of-Country / Alaska, Hawaii---Lodging and Meal Index” link to find the rates for the appropriate location.

To determine the allowable reimbursement rates using the DoD website, the following adjustments and computations must be made:

- Lodging rates, as posted on the DoD website, apply as a room rate without further modification. To these rates may be added any taxes or other charges imposed by local governmental jurisdictions.
- To determine the reimbursement limitations on meals and incidentals in Alaska, Hawaii and out-of-country locations, add the DoD Local Meal Rate (not the Proportional Meal Rate) to the Local Incidental Rate and subtract ten dollars (\$10) from that sum.
- The breakdown for partial day meals for Alaska, Hawaii and out-of-country locations can be done using the following percentages of the full-day limitations:

<b>Breakfast</b>	<b>20%</b>
<b>Lunch</b>	<b>25%</b>
<b>Dinner</b>	<b>55%</b>

## 6. MEAL & INCIDENTAL EXPENSE REIMBURSEMENT RATES, BY MEAL, FOR TRAVEL IN THE CONTINENTAL US (as they correspond to their applicable full day rates). (10/01/18)

Full Day Rate	\$ 45.00	\$ 46.00	\$ 51.00	\$ 56.00	\$ 61.00	\$ 66.00
Partial Day Rates						
Breakfast	\$ 9.00	\$ 10.00	\$ 11.00	\$ 12.00	\$ 13.00	\$ 14.00
Lunch	\$ 12.00	\$ 12.00	\$ 13.00	\$ 14.00	\$ 16.00	\$ 17.00
Dinner	\$ 24.00	\$ 24.00	\$ 27.00	\$ 30.00	\$ 32.00	\$ 35.00
	\$ 45.00	\$ 46.00	\$ 51.00	\$ 56.00	\$ 61.00	\$ 66.00

75% of Full Day Rates	\$ 33.75	\$ 34.50	\$ 38.25	\$ 42.00	\$ 45.75	\$ 49.50
-----------------------	----------	----------	----------	----------	----------	----------

# State of Arizona Accounting Manual

Topic 50 Travel

Issued 01/02/19

Section 95 **Maximum Mileage, Lodging, Meal, Parking and  
Incidental Expense Reimbursement Rates**

Page 5 of 29

When travel involves an entire day, the full day meal reimbursement may be used without allocation between breakfast, lunch and dinner. When a meal is provided, the amount allowed for the meal provided is to be subtracted from the full day rate. For days of departure involving an overnight stay, the meal and incidental reimbursement limitation is 75% of the full day rate of the night's destination; for days of return, the meal and incidental limitation is 75% of the full day rate for the location in which the traveler stayed the previous night.

## **7. SINGLE DAY AND EXTENDED DAY MEAL REIMBURSEMENT LIMITS FOR TRAVEL NOT INVOLVING AN OVERNIGHT STAY. (10/01/18)**

<b>Single Day Reimbursement Limit</b>	<b>\$ 12.00</b>
<b>Extended Day Meal Reimbursement Limit</b>	<b>\$ 19.00</b>

The Single and Extended Day Meal Reimbursement Limits may be used without allocation between breakfast, lunch or dinner. The Single and Extended Day Meal Reimbursement Limits are reduced by any meals provided to the traveler (using the amounts set forth in Meal & Incidental Expense Reimbursement Rates, by Meal, for Travel in the Continental US).

Single Day and Extended Day Reimbursements represent taxable payments to the traveler and will be treated as such in the State's automated systems.

The limits are for actual costs incurred; they are not per diems or fixed allowances.

## **8. MEAL AND INCIDENTAL REIMBURSEMENT LIMITS FOR DAYS OF DEPARTURE AND RETURN FOR TRAVEL INVOLVING AN OVERNIGHT STAY. (10/22/18)**

The Meal Reimbursement Limits for Days of Departure and Return for Travel Involving an Overnight Stay equal seventy-five percent (75%) of the applicable Full-Day Meal and Incidental Expense Reimbursement Limits. For days of departure, the applicable Full-Day Meal and Incidental Expense Limit is the rate in effect for that day's final destination (where one will sleep for the night), whether that destination is in-state, out-of-state, or out-of-country; for days of return, the rate in effect is the rate for the location in which the traveler last stayed the night, prior to his returning to his regular duty post and/or home. Days of Departure and Return Reimbursement Limits may be used without allocation between breakfast, lunch or dinner. The Days of Departure and Return Limits reduced by any meals provided to the traveler (using the amounts set forth in Meal & Incidental Expense Reimbursement Rates, by Meal, for Travel in the Continental US or the appropriate computation and allocation of Federal rates applicable to destinations or originations outside of the CONUS).

Irrespective of the above, a traveler may not be reimbursed for more than the Full-Day Reimbursement Rate in any period of twenty-four (24) or fewer consecutive hours. In such cases, the rate to be used is the higher of the rates that might otherwise apply to the day of departure and the day of return.

# State of Arizona Accounting Manual

Topic 50 Travel  
 Section 95 Maximum Mileage, Lodging, Meal, Parking and  
 Incidental Expense Reimbursement Rates

Issued 01/02/19  
 Page 6 of 29

Meal reimbursements paid for days of departure and return do not represent taxable income to the recipient and will be so treated in the State's automated systems.

The limits are for actual costs incurred; they are not per diems or fixed allowances.

9. **LODGING AND FULL-DAY MEAL AND INCIDENTAL EXPENSE PAYMENT AND/OR REIMBURSEMENT LIMITS THAT INVOLVE OVERNIGHT STAYS FOR DESTINATIONS LOCATED IN THE CONTINENTAL UNITED STATES. (10/01/18)**

For out-of-state locations treated as in-state, use the rates appropriate to the location. For example, if lodging is in Las Vegas, NV, and Las Vegas is treated as in-state, Las Vegas rates are to be applied.

Lodging rates are "room" or "rack" rates; taxes and other charges that are imposed by the applicable government authority may be reimbursed in addition to amounts shown.

The rates shown for meals and incidental are reimbursement limits for actual costs incurred, not per diems or fixed allowances.

For leap years, Feb 28 becomes Feb 29.

Except for AZ, which is listed first, the table is arranged in the order of a given state's abbreviation, not its name. So, Iowa, for example, comes before Illinois because its abbreviation, IA, comes before that of Illinois, IL.

State	Location	County	Begin	End	Lodging	M&IE
If a city is listed, then the city's rate applies. If a city not listed is located in a county whose rate is listed, then the county's rate applies. Otherwise, within the Continental United States, the rates to the immediate right apply.					\$94	\$45
<b>Arizona</b>						
AZ	Grand Canyon / Flagstaff	Coconino / Yavapai less the city of Sedona	Oct 01	Oct 31	\$ 146	\$56
AZ	Grand Canyon / Flagstaff	Coconino / Yavapai less the city of Sedona	Nov 01	Feb 28	\$ 94	\$56
AZ	Grand Canyon / Flagstaff	Coconino / Yavapai less the city of Sedona	Mar 01	Apr 30	\$ 119	\$56
AZ	Grand Canyon / Flagstaff	Coconino / Yavapai less the city of Sedona	May 01	Sep 30	\$ 146	\$56
AZ	Kayenta	Navajo	Oct 01	Oct 31	\$ 131	\$56
AZ	Kayenta	Navajo	Nov 01	Feb 28	\$ 105	\$56

# State of Arizona Accounting Manual

Topic 50 Travel  
 Section 95 Maximum Mileage, Lodging, Meal, Parking and  
 Incidental Expense Reimbursement Rates

Issued 01/02/19  
 Page 7 of 29

State	Location	County	Begin	End	Lodging	M&IE
If a city is listed, then the city's rate applies. If a city not listed is located in a county whose rate is listed, then the county's rate applies. Otherwise, within the Continental United States, the rates to the immediate right apply.					\$94	\$45
AZ	Kayenta	Navajo	Mar 01	Sep 30	\$ 131	\$56
AZ	Phoenix / Scottsdale	Maricopa	Oct 01	Dec 31	\$ 121	\$46
AZ	Phoenix / Scottsdale	Maricopa	Jan 01	Mar 31	\$ 172	\$46
AZ	Phoenix / Scottsdale	Maricopa	Apr 01	May 31	\$ 133	\$46
AZ	Phoenix / Scottsdale	Maricopa	Jun 01	Aug 31	\$ 94	\$46
AZ	Phoenix / Scottsdale	Maricopa	Sep 01	Sep 30	\$ 121	\$46
AZ	Sedona	City limits of Sedona	Oct 01	Feb 28	\$ 166	\$66
AZ	Sedona	City limits of Sedona	Mar 01	Aug 31	\$ 178	\$66
AZ	Sedona	City limits of Sedona	Sep 01	Sep 30	\$ 166	\$66
AZ	Tucson	Pima	Oct 01	Dec 31	\$ 94	\$51
AZ	Tucson	Pima	Jan 01	Feb 28	\$ 119	\$51
AZ	Tucson	Pima	Mar 01	Sep 30	\$ 94	\$51
<b>Alabama</b>						
AL	Birmingham	Jefferson / Shelby	Oct 01	Sep 30	\$107	\$46
AL	Gulf Shores	Baldwin	Oct 01	Feb 28	\$ 105	\$51
AL	Gulf Shores	Baldwin	Mar 01	May 31	\$ 126	\$51
AL	Gulf Shores	Baldwin	Jun 01	Jul 31	\$ 165	\$51
AL	Gulf Shores	Baldwin	Aug 01	Sep 30	\$ 105	\$51
AL	Mobile	Mobile	Oct 01	Dec 31	\$ 94	\$51
AL	Mobile	Mobile	Jan 01	Feb 28	\$ 107	\$51
AL	Mobile	Mobile	Mar 01	Sep 30	\$94	\$51
<b>Arkansas</b>						
AR	Hot Springs	Garland	Oct 01	Sep 30	\$105	\$51
<b>California</b>						
CA	Antioch / Brentwood / Concord	Contra Costa	Oct 01	Sep 30	\$ 158	\$56
CA	Bakersfield / Ridgecrest	Kern	Oct 01	Sep 30	\$ 105	\$51
CA	Barstow / Ontario / Victorville	San Bernardino	Oct 01	Sep 30	\$ 102	\$51
CA	Death Valley	Inyo	Oct 01	Sep 30	\$ 118	\$56
CA	Eureka / Arcata / McKinleyville	Humboldt	Oct 01	May 31	\$ 103	\$61
CA	Eureka / Arcata / McKinleyville	Humboldt	Jun 01	Aug 31	\$ 135	\$61
CA	Eureka / Arcata / McKinleyville	Humboldt	Sep 01	Sep 30	\$ 103	\$61
CA	Fresno	Fresno	Oct 01	Sep 30	\$ 105	\$56
CA	Los Angeles	Los Angeles / Orange / Ventura / Edwards AFB less the city of Santa Monica	Oct 01	Oct 31	\$ 180	\$56

# State of Arizona Accounting Manual

Topic 50 Travel  
 Section 95 Maximum Mileage, Lodging, Meal, Parking and  
 Incidental Expense Reimbursement Rates

Issued 01/02/19  
 Page 8 of 29

State	Location	County	Begin	End	Lodging	M&IE
If a city is listed, then the city's rate applies. If a city not listed is located in a county whose rate is listed, then the county's rate applies. Otherwise, within the Continental United States, the rates to the immediate right apply.					<b>\$94</b>	<b>\$45</b>
CA	Los Angeles	Los Angeles / Orange / Ventura / Edwards AFB less the city of Santa Monica	Nov 01	Dec 31	\$ 161	\$56
CA	Los Angeles	Los Angeles / Orange / Ventura / Edwards AFB less the city of Santa Monica	Jan 01	Sep 30	\$ 180	\$56
CA	Mammoth Lakes	Mono	Oct 01	Nov 30	\$ 101	\$66
CA	Mammoth Lakes	Mono	Dec 01	Jun 30	\$ 122	\$66
CA	Mammoth Lakes	Mono	Jul 01	Aug 31	\$ 135	\$66
CA	Mammoth Lakes	Mono	Sep 01	Sep 30	\$ 101	\$66
CA	Mill Valley / San Rafael / Novato	Marin	Oct 01	Sep 30	\$ 161	\$66
CA	Monterey	Monterey	Oct 01	Jun 30	\$ 154	\$66
CA	Monterey	Monterey	Jul 01	Aug 31	\$ 206	\$66
CA	Monterey	Monterey	Sep 01	Sep 30	\$ 154	\$66
CA	Napa	Napa	Oct 01	Oct 31	\$ 214	\$56
CA	Napa	Napa	Nov 01	Apr 30	\$ 164	\$56
CA	Napa	Napa	May 01	Sep 30	\$ 214	\$56
CA	Oakhurst	Madera	Oct 01	May 31	\$ 107	\$61
CA	Oakhurst	Madera	Jun 01	Aug 31	\$ 139	\$61
CA	Oakhurst	Madera	Sep 01	Sep 30	\$107	\$61
CA	Oakland	Alameda	Oct 01	Sep 30	\$ 175	\$56
CA	Palm Springs	Riverside	Oct 01	Apr 30	\$ 137	\$56
CA	Palm Springs	Riverside	May 01	Sep 30	\$ 106	\$56
CA	Point Arena / Gualala	Mendocino	Oct 01	Sep 30	\$ 121	\$66
CA	Sacramento	Sacramento	Oct 01	Sep 30	\$ 135	\$56
CA	San Diego	San Diego	Oct 01	Dec 31	\$ 160	\$61
CA	San Diego	San Diego	Jan 01	Jul 31	\$ 174	\$61
CA	San Diego	San Diego	Aug 01	Sep 30	\$ 160	\$61
CA	San Francisco	San Francisco	Oct 01	Oct 31	\$ 299	\$66
CA	San Francisco	San Francisco	Nov 01	Dec 31	\$ 247	\$66
CA	San Francisco	San Francisco	Jan 01	Aug 31	\$ 270	\$66
CA	San Francisco	San Francisco	Sep 01	Sep 30	\$ 299	\$66
CA	San Luis Obispo	San Luis Obispo	Oct 01	Sep 30	\$ 123	\$61
CA	San Mateo / Foster City / Belmont	San Mateo	Oct 01	Oct 31	\$ 211	\$56
CA	San Mateo / Foster City / Belmont	San Mateo	Nov 01	Dec 31	\$ 196	\$56



# State of Arizona Accounting Manual

Topic 50 Travel  
 Section 95 Maximum Mileage, Lodging, Meal, Parking and  
 Incidental Expense Reimbursement Rates

Issued 01/02/19  
 Page 9 of 29

State	Location	County	Begin	End	Lodging	M&IE
If a city is listed, then the city's rate applies. If a city not listed is located in a county whose rate is listed, then the county's rate applies. Otherwise, within the Continental United States, the rates to the immediate right apply.					<b>\$94</b>	<b>\$45</b>
CA	San Mateo / Foster City / Belmont	San Mateo	Jan 01	Sep 30	\$ 211	\$56
CA	Santa Barbara	Santa Barbara	Oct 01	Jun 30	\$ 168	\$66
CA	Santa Barbara	Santa Barbara	Jul 01	Aug 31	\$ 223	\$66
CA	Santa Barbara	Santa Barbara	Sep 01	Sep 30	\$ 168	\$66
CA	Santa Cruz	Santa Cruz	Oct 01	May 31	\$ 126	\$51
CA	Santa Cruz	Santa Cruz	Jun 01	Aug 31	\$ 160	\$51
CA	Santa Cruz	Santa Cruz	Sep 01	Sep 30	\$ 126	\$51
CA	Santa Monica	City limits of Santa Monica	Oct 01	Jun 30	\$ 247	\$66
CA	Santa Monica	City limits of Santa Monica	Jul 01	Aug 31	\$ 299	\$66
CA	Santa Monica	City limits of Santa Monica	Sep 01	Sep 30	\$ 247	\$66
CA	Santa Rosa	Sonoma	Oct 01	Sep 30	\$ 158	\$61
CA	South Lake Tahoe	El Dorado	Oct 01	Nov 30	\$ 119	\$56
CA	South Lake Tahoe	El Dorado	Dec 01	Jun 30	\$ 128	\$56
CA	South Lake Tahoe	El Dorado	Jul 01	Aug 31	\$ 159	\$56
CA	South Lake Tahoe	El Dorado	Sep 01	Sep 30	\$ 119	\$56
CA	Stockton	San Joaquin	Oct 01	Sep 30	\$ 116	\$51
CA	Sunnyvale / Palo Alto / San Jose	Santa Clara	Oct 01	Dec 31	\$229	\$56
CA	Sunnyvale / Palo Alto / San Jose	Santa Clara	Jan 01	Mar 31	\$ 239	\$56
CA	Sunnyvale / Palo Alto / San Jose	Santa Clara	Apr 01	Sep 30	\$ 229	\$56
CA	Tahoe City	Placer	Oct 01	Sep 30	\$ 113	\$51
CA	Truckee	Nevada	Oct 01	Sep 30	\$ 126	\$66
CA	Visalia	Tulare	Oct 01	Sep 30	\$ 106	\$51
CA	West Sacramento / Davis	Yolo	Oct 01	Sep 30	\$ 125	\$61
CA	Yosemite National Park	Mariposa	Oct 01	May 31	\$ 120	\$66
CA	Yosemite National Park	Mariposa	Jun 01	Aug 31	\$ 139	\$66
CA	Yosemite National Park	Mariposa	Sep 01	Sep 30	\$ 120	\$66
<b>Colorado</b>						
CO	Aspen	Pitkin	Oct 01	Nov 30	\$ 175	\$66
CO	Aspen	Pitkin	Dec 01	Mar 31	\$ 349	\$66
CO	Aspen	Pitkin	Apr 01	May 31	\$ 151	\$66
CO	Aspen	Pitkin	Jun 01	Sep 30	\$ 175	\$66
CO	Boulder / Broomfield	Boulder / Broomfield	Oct 01	Apr 30	\$ 131	\$56
CO	Boulder / Broomfield	Boulder / Broomfield	May 01	Aug 31	\$ 159	\$56

# State of Arizona Accounting Manual

Topic 50 Travel  
 Section 95 Maximum Mileage, Lodging, Meal, Parking and  
 Incidental Expense Reimbursement Rates

Issued 01/02/19  
 Page 10 of 29

State	Location	County	Begin	End	Lodging	M&IE
If a city is listed, then the city's rate applies. If a city not listed is located in a county whose rate is listed, then the county's rate applies. Otherwise, within the Continental United States, the rates to the immediate right apply.					<b>\$94</b>	<b>\$45</b>
CO	Boulder / Broomfield	Boulder / Broomfield	Sep 01	Sep 30	\$ 131	\$56
CO	Colorado Springs	El Paso	Oct 01	May 31	\$ 105	\$56
CO	Colorado Springs	El Paso	Jun 01	Aug 31	\$ 134	\$56
CO	Colorado Springs	El Paso	Sep 01	Sep 30	\$ 105	\$56
CO	Cortez	Montezuma	Oct 01	May 31	\$ 94	\$51
CO	Cortez	Montezuma	Jun 01	Sep 30	\$ 118	\$51
CO	Crested Butte / Gunnison	Gunnison	Oct 01	Nov 30	\$ 120	\$66
CO	Crested Butte / Gunnison	Gunnison	Dec 01	Mar 31	\$ 160	\$66
CO	Crested Butte / Gunnison	Gunnison	Apr 01	May 31	\$ 103	\$66
CO	Crested Butte / Gunnison	Gunnison	Jun 01	Sep 30	\$ 120	\$66
CO	Denver / Aurora	Denver / Adams / Arapahoe / Jefferson	Oct 01	Sep 30	\$ 181	\$66
CO	Douglas	Douglas	Oct 01	Sep 30	\$ 127	\$51
CO	Durango	La Plata	Oct 01	May 31	\$ 105	\$61
CO	Durango	La Plata	Jun 01	Sep 30	\$ 153	\$61
CO	Fort Collins / Loveland	Larimer	Oct 01	Sep 30	\$ 116	\$51
CO	Grand Lake	Grand	Oct 01	Nov 30	\$ 128	\$66
CO	Grand Lake	Grand	Dec 01	Mar 31	\$ 196	\$66
CO	Grand Lake	Grand	Apr 01	May 31	\$ 110	\$66
CO	Grand Lake	Grand	Jun 01	Sep 30	\$ 128	\$66
CO	Montrose	Montrose	Oct 01	Sep 30	\$99	\$46
CO	Silverthorne / Breckenridge	Summit	Oct 01	Nov 30	\$137	\$66
CO	Silverthorne / Breckenridge	Summit	Dec 01	Mar 31	\$224	\$66
CO	Silverthorne / Breckenridge	Summit	Apr 01	May 31	\$116	\$66
CO	Silverthorne / Breckenridge	Summit	Jun 01	Sep 30	\$137	\$66
CO	Steamboat Springs	Routt	Oct 01	Nov 30	\$ 100	\$66
CO	Steamboat Springs	Routt	Dec 01	Mar 31	\$ 124	\$66
CO	Steamboat Springs	Routt	Apr 01	May 31	\$ 94	\$66
CO	Steamboat Springs	Routt	Jun 01	Aug 31	\$ 131	\$66
CO	Steamboat Springs	Routt	Sep 01	Sep 30	\$ 100	\$66
CO	Telluride	San Miguel	Oct 01	Dec 31	\$ 218	\$66
CO	Telluride	San Miguel	Jan 01	Mar 31	\$ 383	\$66
CO	Telluride	San Miguel	Apr 01	Sep 30	\$ 218	\$66
CO	Vail	Eagle	Oct 01	Nov 30	\$ 153	\$66
CO	Vail	Eagle	Dec 01	Mar 31	\$ 394	\$66
CO	Vail	Eagle	Apr 01	Jun 30	\$ 163	\$66

# State of Arizona Accounting Manual

Topic 50 Travel  
 Section 95 Maximum Mileage, Lodging, Meal, Parking and  
 Incidental Expense Reimbursement Rates

Issued 01/02/19  
 Page 11 of 29

State	Location	County	Begin	End	Lodging	M&IE
If a city is listed, then the city's rate applies. If a city not listed is located in a county whose rate is listed, then the county's rate applies. Otherwise, within the Continental United States, the rates to the immediate right apply.					<b>\$94</b>	<b>\$45</b>
CO	Vail	Eagle	Jul 01	Aug 31	\$ 212	\$66
CO	Vail	Eagle	Sep 01	Sep 30	\$ 153	\$66
<b>Connecticut</b>						
CT	Bridgeport / Danbury	Fairfield	Oct 01	Sep 30	\$ 127	\$56
CT	Cromwell / Old Saybrook	Middlesex	Oct 01	Sep 30	\$ 95	\$51
CT	Hartford	Hartford	Oct 01	Sep 30	\$ 128	\$51
CT	New Haven	New Haven	Oct 01	Sep 30	\$ 111	\$51
CT	New London / Groton	New London	Oct 01	Sep 30	\$ 105	\$61
<b>District of Columbia (Washington DC)</b>						
DC	District of Columbia	Washington DC (also the cities of Alexandria, Falls Church and Fairfax, and the counties of Arlington and Fairfax, in Virginia; and the counties of Montgomery and Prince George's in Maryland)	Oct 01	Oct 31	\$251	\$66
DC	District of Columbia	Washington DC (also the cities of Alexandria, Falls Church and Fairfax, and the counties of Arlington and Fairfax, in Virginia; and the counties of Montgomery and Prince George's in Maryland)	Nov 01	Feb 28	\$181	\$66
DC	District of Columbia	Washington DC (also the cities of Alexandria, Falls Church and Fairfax, and the counties of Arlington and Fairfax, in Virginia; and the counties of Montgomery and Prince George's in Maryland)	Mar 01	Jun 30	\$251	\$66

# State of Arizona Accounting Manual

Topic 50 Travel  
 Section 95 Maximum Mileage, Lodging, Meal, Parking and  
 Incidental Expense Reimbursement Rates

Issued 01/02/19  
 Page 12 of 29

State	Location	County	Begin	End	Lodging	M&IE
If a city is listed, then the city's rate applies. If a city not listed is located in a county whose rate is listed, then the county's rate applies. Otherwise, within the Continental United States, the rates to the immediate right apply.					<b>\$94</b>	<b>\$45</b>
DC	District of Columbia	Washington DC (also the cities of Alexandria, Falls Church and Fairfax, and the counties of Arlington and Fairfax, in Virginia; and the counties of Montgomery and Prince George's in Maryland)	Jul 01	Aug 31	\$179	\$66
DC	District of Columbia	Washington DC (also the cities of Alexandria, Falls Church and Fairfax, and the counties of Arlington and Fairfax, in Virginia; and the counties of Montgomery and Prince George's in Maryland)	Sep 01	Sep 30	\$251	\$66
<b>Delaware</b>						
DE	Dover	Kent	Oct 01	May 31	\$ 94	\$46
DE	Dover	Kent	Jun 01	Jul 31	\$ 118	\$46
DE	Dover	Kent	Aug 01	Sep 30	\$ 94	\$46
DE	Lewes	Sussex	Oct 01	Apr 30	\$ 94	\$51
DE	Lewes	Sussex	May 01	Jun 30	\$ 131	\$51
DE	Lewes	Sussex	Jul 01	Aug 31	\$ 193	\$51
DE	Lewes	Sussex	Sep 01	Sep 30	\$ 94	\$51
DE	Wilmington	New Castle	Oct 01	Sep 30	\$ 128	\$46
<b>Florida</b>						
FL	Boca Raton / Delray Beach / Jupiter	Palm Beach / Hendry	Oct 01	Nov 30	\$ 121	\$51
FL	Boca Raton / Delray Beach / Jupiter	Palm Beach / Hendry	Dec 01	Apr 30	\$ 199	\$51
FL	Boca Raton / Delray Beach / Jupiter	Palm Beach / Hendry	May 01	Sep 30	\$ 121	\$51
FL	Bradenton	Manatee	Oct 01	Jan 31	\$ 107	\$46
FL	Bradenton	Manatee	Feb 01	Mar 31	\$ 157	\$46
FL	Bradenton	Manatee	Apr 01	Sep 30	\$ 107	\$46
FL	Cocoa Beach	Brevard	Oct 01	Jan 31	\$ 128	\$61
FL	Cocoa Beach	Brevard	Feb 01	Mar 31	\$ 168	\$61
FL	Cocoa Beach	Brevard	Apr 01	Sep 30	\$ 128	\$61

# State of Arizona Accounting Manual

Topic 50 Travel  
 Section 95 Maximum Mileage, Lodging, Meal, Parking and  
 Incidental Expense Reimbursement Rates

Issued 01/02/19  
 Page 13 of 29

State	Location	County	Begin	End	Lodging	M&IE
If a city is listed, then the city's rate applies. If a city not listed is located in a county whose rate is listed, then the county's rate applies. Otherwise, within the Continental United States, the rates to the immediate right apply.					<b>\$94</b>	<b>\$45</b>
FL	Daytona Beach	Volusia	Oct 01	Jan 31	\$ 99	\$46
FL	Daytona Beach	Volusia	Feb 01	Mar 31	\$ 131	\$46
FL	Daytona Beach	Volusia	Apr 01	Jul 31	\$ 113	\$46
FL	Daytona Beach	Volusia	Aug 01	Sep 30	\$ 99	\$46
FL	Fort Lauderdale	Broward	Oct 01	Dec 31	\$ 157	\$56
FL	Fort Lauderdale	Broward	Jan 1	Apr 30	\$ 208	\$56
FL	Fort Lauderdale	Broward	May 1	Sep 30	\$ 124	\$56
FL	Fort Myers	Lee	Oct 01	Jan 31	\$ 121	\$51
FL	Fort Myers	Lee	Feb 01	Mar 31	\$ 214	\$51
FL	Fort Myers	Lee	Apr 01	Sep 30	\$ 121	\$51
FL	Fort Walton Beach / De Funiak Springs	Okaloosa / Walton	Oct 01	Oct 31	\$ 143	\$56
FL	Fort Walton Beach / De Funiak Springs	Okaloosa / Walton	Nov 01	Feb 28	\$ 94	\$56
FL	Fort Walton Beach / De Funiak Springs	Okaloosa / Walton	Mar 01	May 31	\$ 162	\$56
FL	Fort Walton Beach / De Funiak Springs	Okaloosa / Walton	Jun 01	Jul 31	\$ 229	\$56
FL	Fort Walton Beach / De Funiak Springs	Okaloosa / Walton	Aug 01	Sep 30	\$ 143	\$56
FL	Gainesville	Alachua	Oct 01	Sep 30	\$106	\$51
FL	Gulf Breeze	Santa Rosa	Oct 01	Feb 28	\$94	\$61
FL	Gulf Breeze	Santa Rosa	Mar 01	May 31	\$ 101	\$61
FL	Gulf Breeze	Santa Rosa	Jun 01	Jul 31	\$ 129	\$61
FL	Gulf Breeze	Santa Rosa	Aug 01	Sep 30	\$ 94	\$61
FL	Key West	Monroe	Oct 01	Nov 30	\$ 200	\$56
FL	Key West	Monroe	Dec 01	Jan 31	\$ 231	\$56
FL	Key West	Monroe	Feb 01	Apr 30	\$ 282	\$56
FL	Key West	Monroe	May 01	Sep 30	\$ 192	\$56
FL	Miami	Miami-Dade	Oct 01	Nov 30	\$ 140	\$56
FL	Miami	Miami-Dade	Dec 01	Mar 31	\$ 192	\$56
FL	Miami	Miami-Dade	Apr 01	May 31	\$ 141	\$56
FL	Miami	Miami-Dade	Jun 01	Sep 30	\$ 118	\$56
FL	Naples	Collier	Oct 01	Nov 30	\$ 122	\$56
FL	Naples	Collier	Dec 01	Jan 31	\$ 161	\$56
FL	Naples	Collier	Feb 01	Apr 30	\$ 190	\$56
FL	Naples	Collier	May 01	Sep 30	\$ 96	\$56

# State of Arizona Accounting Manual

Topic 50 Travel  
 Section 95 Maximum Mileage, Lodging, Meal, Parking and  
 Incidental Expense Reimbursement Rates

Issued 01/02/19  
 Page 14 of 29

State	Location	County	Begin	End	Lodging	M&IE
If a city is listed, then the city's rate applies. If a city not listed is located in a county whose rate is listed, then the county's rate applies. Otherwise, within the Continental United States, the rates to the immediate right apply.					<b>\$94</b>	<b>\$45</b>
FL	Orlando	Orange	Oct 01	Dec 31	\$ 122	\$56
FL	Orlando	Orange	Jan 01	Mar 31	\$ 152	\$56
FL	Orlando	Orange	Apr 01	Sep 30	\$ 122	\$56
FL	Panama City	Bay	Oct 01	Feb 28	\$ 94	\$56
FL	Panama City	Bay	Mar 01	May 31	\$ 120	\$56
FL	Panama City	Bay	Jun 01	Aug 31	\$ 150	\$56
FL	Panama City	Bay	Sep 01	Sep 30	\$ 94	\$56
FL	Pensacola	Escambia	Oct 01	Feb 28	\$ 108	\$51
FL	Pensacola	Escambia	Mar 01	May 31	\$ 128	\$51
FL	Pensacola	Escambia	Jun 01	Jul 31	\$ 166	\$51
FL	Pensacola	Escambia	Aug 01	Sep 30	\$ 108	\$51
FL	Punta Gorda	Charlotte	Oct 01	Jan 31	\$ 94	\$51
FL	Punta Gorda	Charlotte	Feb 01	Mar 31	\$ 172	\$51
FL	Punta Gorda	Charlotte	Apr 01	Sep 30	\$ 94	\$51
FL	Sarasota	Sarasota	Oct 01	Nov 30	\$ 108	\$51
FL	Sarasota	Sarasota	Dec 01	Apr 30	\$ 149	\$51
FL	Sarasota	Sarasota	May 01	Sep 30	\$ 108	\$51
FL	Sebring	Highlands	Oct 01	Sep 30	\$100	\$51
FL	St. Augustine	St. Johns	Oct 01	Sep 30	\$125	\$51
FL	Stuart	Martin	Oct 01	Apr 30	\$ 120	\$56
FL	Stuart	Martin	May 01	Jun 30	\$ 97	\$56
FL	Stuart	Martin	Jul 01	Sep 30	\$120	\$56
FL	Tallahassee	Leon	Oct 01	Dec 31	\$ 102	\$51
FL	Tallahassee	Leon	Jan 01	Apr 30	\$ 125	\$51
FL	Tallahassee	Leon	May 01	Sep 30	\$ 102	\$51
FL	Tampa / St. Petersburg	Pinellas / Hillsborough	Oct 01	Dec 31	\$ 121	\$51
FL	Tampa / St. Petersburg	Pinellas / Hillsborough	Jan 01	Apr 30	\$ 155	\$51
FL	Tampa / St. Petersburg	Pinellas / Hillsborough	May 01	Sep 30	\$ 121	\$51
FL	Vero Beach	Indian River	Oct 01	Nov 30	\$ 126	\$51
FL	Vero Beach	Indian River	Dec 01	Apr 30	\$ 183	\$51
FL	Vero Beach	Indian River	May 01	Sep 30	\$ 126	\$51
<b>Georgia</b>						
GA	Athens	Clarke	Oct 01	Sep 30	\$103	\$46
GA	Atlanta	Fulton / Dekalb / Cobb	Oct 01	Oct 31	\$ 159	\$56
GA	Atlanta	Fulton / Dekalb / Cobb	Nov 01	Aug 31	\$ 152	\$56
GA	Atlanta	Fulton / Dekalb / Cobb	Sep 01	Sep 30	\$ 159	\$56

# State of Arizona Accounting Manual

Topic 50 Travel

Issued 01/02/19

## Section 95 Maximum Mileage, Lodging, Meal, Parking and Incidental Expense Reimbursement Rates

Page 15 of 29

State	Location	County	Begin	End	Lodging	M&IE
If a city is listed, then the city's rate applies. If a city not listed is located in a county whose rate is listed, then the county's rate applies. Otherwise, within the Continental United States, the rates to the immediate right apply.					<b>\$94</b>	<b>\$45</b>
GA	Augusta	Richmond	Oct 01	Sep 30	\$102	\$51
GA	Jekyll Island / Brunswick	Glynn	Oct 01	Feb 28	\$ 128	\$66
GA	Jekyll Island / Brunswick	Glynn	Mar 01	Jul 31	\$ 167	\$66
GA	Jekyll Island / Brunswick	Glynn	Aug 01	Sep 30	\$ 128	\$66
GA	Marietta	Cobb	Oct 01	Sep 30	\$ 116	\$51
GA	Savannah	Chatham	Oct 01	Feb 28	\$ 116	\$51
GA	Savannah	Chatham	Mar 01	Apr 30	\$ 134	\$51
GA	Savannah	Chatham	May 01	Sep 30	\$ 116	\$51
<b>Iowa</b>						
IA	Dallas	Dallas	Oct 01	Sep 30	\$ 114	\$46
IA	Des Moines	Polk	Oct 01	Sep 30	\$ 108	\$51
<b>Idaho</b>						
ID	Coeur d'Alene	Kootenai	Oct 01	May 31	\$ 94	\$51
ID	Coeur d'Alene	Kootenai	Jun 01	Aug 31	\$ 135	\$51
ID	Coeur d'Alene	Kootenai	Sep 01	Sep 30	\$ 94	\$51
ID	Sun Valley / Ketchum	Blaine / Elmore	Oct 01	May 31	\$ 108	\$56
ID	Sun Valley / Ketchum	Blaine / Elmore	Jun 01	Aug 31	\$ 146	\$56
ID	Sun Valley / Ketchum	Blaine / Elmore	Sep 01	Sep 30	\$ 108	\$56
<b>Illinois</b>						
IL	Bolingbrook / Romeoville / Lemont	Will	Oct 01	Sep 30	\$102	\$46
IL	Chicago	Cook / Lake	Oct 01	Nov 30	\$ 223	\$66
IL	Chicago	Cook / Lake	Dec 01	Mar 31	\$ 131	\$66
IL	Chicago	Cook / Lake	Apr 01	Jun 30	\$ 219	\$66
IL	Chicago	Cook / Lake	Jul 01	Aug 31	\$ 183	\$66
IL	Chicago	Cook / Lake	Sep 01	Sep 30	\$ 223	\$66
IL	East St. Louis, O'Fallon / Fairview Heights	St. Clair	Oct 01	Sep 30	\$133	\$56
IL	Oak Brook Terrace	Dupage	Oct 01	Sep 30	\$113	\$51
<b>Indiana</b>						
IN	Bloomington	Monroe	Oct 01	Apr 30	\$ 97	\$51
IN	Bloomington	Monroe	May 01	Aug 31	\$ 112	\$51
IN	Bloomington	Monroe	Sep 01	Sep 30	\$ 97	\$51
IN	Ft. Wayne	Allen	Oct 01	Sep 30	\$104	\$46
IN	Hammond / Munster / Merrillville	Lake	Oct 01	Sep 30	\$98	\$51
IN	Indianapolis / Carmel	Marion / Hamilton	Oct 01	Sep 30	\$125	\$46
IN	Lafayette / West Lafayette	Tippecanoe	Oct 01	Sep 30	\$106	\$46

# State of Arizona Accounting Manual

Topic 50 Travel  
 Section 95 Maximum Mileage, Lodging, Meal, Parking and  
 Incidental Expense Reimbursement Rates

Issued 01/02/19  
 Page 16 of 29

State	Location	County	Begin	End	Lodging	M&IE
If a city is listed, then the city's rate applies. If a city not listed is located in a county whose rate is listed, then the county's rate applies. Otherwise, within the Continental United States, the rates to the immediate right apply.					<b>\$94</b>	<b>\$45</b>
IN	South Bend	St. Joseph	Oct 01	Sep 30	\$98	\$51
<b>Kansas</b>						
KS	Kansas City / Overland Park	Wyandotte / Johnson / Leavenworth	Oct 01	Sep 30	\$125	\$56
KS	Wichita	Sedgwick	Oct 01	Sep 30	\$101	\$51
<b>Kentucky</b>						
KY	Boone	Boone	Oct 01	Sep 30	\$ 113	\$46
KY	Kenton	Kenton	Oct 01	Sep 30	\$ 142	\$66
KY	Lexington	Fayette	Oct 01	Oct 31	\$ 112	\$46
KY	Lexington	Fayette	Nov 01	Mar 31	\$ 102	\$46
KY	Lexington	Fayette	Apr 1	Sep 30	\$ 112	\$46
KY	Louisville	Jefferson	Oct 01	Jan 31	\$ 122	\$51
KY	Louisville	Jefferson	Feb 01	May 31	\$ 136	\$51
KY	Louisville	Jefferson	June 1	Sep 30	\$ 122	\$51
<b>Louisiana</b>						
LA	Alexandria / Leesville / Natchitoches	Allen / Jefferson Davis / Natchitoches / Rapides / Vernon Parishes	Oct 01	Sep 30	\$ 98	\$56
LA	Baton Rouge	East Baton Rouge Parish	Oct 01	Sep 30	\$ 100	\$51
LA	New Orleans	Orleans / Jefferson Parishes	Oct 01	Jan 31	\$ 150	\$61
LA	New Orleans	Orleans / Jefferson Parishes	Feb 01	Jun 30	\$ 161	\$61
LA	New Orleans	Orleans / Jefferson Parishes	Jul 1	Sep 30	\$ 118	\$61
<b>Massachusetts</b>						
MA	Andover	Essex	Oct 01	Oct 31	\$ 128	\$51
MA	Andover	Essex	Nov 01	Apr 30	\$ 107	\$51
MA	Andover	Essex	May 01	Sep 30	\$ 128	\$51
MA	Boston / Cambridge	Suffolk, city of Cambridge	Oct 01	Nov 30	\$ 273	\$61
MA	Boston / Cambridge	Suffolk, city of Cambridge	Dec 01	Feb 28	\$ 163	\$61
MA	Boston / Cambridge	Suffolk, city of Cambridge	Mar 01	Sep 30	\$ 273	\$61
MA	Burlington / Woburn	Middlesex less the city of Cambridge	Oct 01	Oct 31	\$ 162	\$51



# State of Arizona Accounting Manual

Topic 50 Travel  
 Section 95 Maximum Mileage, Lodging, Meal, Parking and  
 Incidental Expense Reimbursement Rates

Issued 01/02/19  
 Page 17 of 29

State	Location	County	Begin	End	Lodging	M&IE
If a city is listed, then the city's rate applies. If a city not listed is located in a county whose rate is listed, then the county's rate applies. Otherwise, within the Continental United States, the rates to the immediate right apply.					\$94	\$45
MA	Burlington / Woburn	Middlesex less the city of Cambridge	Nov 01	Feb 28	\$ 140	\$51
MA	Burlington / Woburn	Middlesex less the city of Cambridge	Mar 01	Sep 30	\$ 162	\$51
MA	Falmouth	City limits of Falmouth	Oct 01	Apr 30	\$ 127	\$61
MA	Falmouth	City limits of Falmouth	May 01	Jun 30	\$ 162	\$61
MA	Falmouth	City limits of Falmouth	Jul 01	Aug 31	\$ 257	\$61
MA	Falmouth	City limits of Falmouth	Sep 01	Sep 30	\$ 127	\$61
MA	Hyannis	Barnstable less the city of Falmouth	Oct 01	Jun 30	\$ 113	\$61
MA	Hyannis	Barnstable less the city of Falmouth	Jul 01	Aug 31	\$ 192	\$61
MA	Hyannis	Barnstable less the city of Falmouth	Sep 01	Sep 30	\$ 113	\$61
MA	Martha's Vineyard	Dukes	Oct 01	May 31	\$ 145	\$66
MA	Martha's Vineyard	Dukes	Jun 01	Sep 30	\$ 323	\$66
MA	Nantucket	Nantucket	Oct 01	May 31	\$ 143	\$66
MA	Nantucket	Nantucket	Jun 01	Sep 30	\$ 294	\$66
MA	Northampton	Hampshire	Oct 01	Sep 30	\$110	\$61
MA	Pittsfield	Berkshire	Oct 01	May 31	\$119	\$61
MA	Pittsfield	Berkshire	Jun 01	Aug 31	\$ 146	\$61
MA	Pittsfield	Berkshire	Sep 01	Sep 30	\$ 119	\$61
MA	Plymouth / Taunton / New Bedford	Plymouth / Bristol	Oct 01	Sep 30	\$115	\$51
MA	Quincy	Norfolk	Oct 01	Oct 31	\$ 165	\$ 56
MA	Quincy	Norfolk	Nov 01	Apr 30	\$ 134	\$ 56
MA	Quincy	Norfolk	May 01	Sep 30	\$ 165	\$ 56
MA	Springfield	Hampden	Oct 01	Sep 30	\$111	\$46
MA	Worcester	Worcester	Oct 01	Sep 30	\$126	\$51
<b>Maryland (see District of Columbia for Washington D.C. rates applicable to Maryland)</b>						
MD	Aberdeen / Bel Air / Belcamp	Harford	Oct 01	Sep 30	\$ 107	\$51
MD	Annapolis	Anne Arundel	Oct 01	Oct 31	\$ 134	\$56
MD	Annapolis	Anne Arundel	Nov 01	Apr 30	\$ 109	\$56
MD	Annapolis	Anne Arundel	May 01	Sep 30	\$ 134	\$56
MD	Baltimore City	Baltimore City	Oct 01	Nov 30	\$ 157	\$61
MD	Baltimore City	Baltimore City	Dec 01	Feb 28	\$ 117	\$61
MD	Baltimore City	Baltimore City	Mar 01	Aug 31	\$ 149	\$61
MD	Baltimore City	Baltimore City	Sep 01	Sep 30	\$ 157	\$61

# State of Arizona Accounting Manual

Topic 50 Travel  
 Section 95 Maximum Mileage, Lodging, Meal, Parking and  
 Incidental Expense Reimbursement Rates

Issued 01/02/19  
 Page 18 of 29

State	Location	County	Begin	End	Lodging	M&IE
If a city is listed, then the city's rate applies. If a city not listed is located in a county whose rate is listed, then the county's rate applies. Otherwise, within the Continental United States, the rates to the immediate right apply.					<b>\$94</b>	<b>\$45</b>
MD	Baltimore County	Baltimore	Oct 01	Sep 30	\$ 102	\$51
MD	Cambridge / St. Michaels	Dorchester / Talbot	Oct 01	May 31	\$ 118	\$51
MD	Cambridge / St. Michaels	Dorchester / Talbot	Jun 01	Aug 31	\$ 163	\$51
MD	Cambridge / St. Michaels	Dorchester / Talbot	Sep 01	Sep 30	\$ 118	\$51
MD	Centreville	Queen Anne	Oct 01	Sep 30	\$ 118	\$61
MD	Columbia	Howard	Oct 01	Sep 30	\$ 106	\$56
MD	Frederick	Frederick	Oct 01	Sep 30	\$ 100	\$51
MD	Ocean City	Worcester	Oct 01	Jun 30	\$ 106	\$56
MD	Ocean City	Worcester	Jul 01	Aug 31	\$ 245	\$56
MD	Ocean City	Worcester	Sep 01	Sep 30	\$ 106	\$56
<b>Maine</b>						
ME	Bar Harbor	Hancock	Oct 01	Oct 31	\$ 164	\$56
ME	Bar Harbor	Hancock	Nov 01	Jun 30	\$ 125	\$56
ME	Bar Harbor	Hancock	Jul 01	Aug 31	\$ 218	\$56
ME	Bar Harbor	Hancock	Sep 01	Sep 30	\$ 164	\$56
ME	Kennebunk / Kittery / Sanford	York	Oct 01	Oct 31	\$ 110	\$66
ME	Kennebunk / Kittery / Sanford	York	Nov 01	Jun 30	\$ 94	\$66
ME	Kennebunk / Kittery / Sanford	York	Jul 01	Aug 31	\$ 147	\$66
ME	Kennebunk / Kittery / Sanford	York	Sep 01	Sep 30	\$ 110	\$66
ME	Portland	Cumberland / Sagadahoc	Oct 01	Oct 31	\$ 146	\$51
ME	Portland	Cumberland / Sagadahoc	Nov 01	Jun 30	\$ 110	\$51
ME	Portland	Cumberland / Sagadahoc	Jul 01	Aug 31	\$ 174	\$51
ME	Portland	Cumberland / Sagadahoc	Sep 01	Sep 30	\$ 146	\$51
<b>Michigan</b>						
MI	Ann Arbor	Washtenaw	Oct 01	Sep 30	\$ 120	\$51
MI	Benton Harbor / St. Joseph / Stevensville	Berrien	Oct 01	Jun 30	\$ 94	\$51
MI	Benton Harbor / St. Joseph / Stevensville	Berrien	Jul 01	Aug 31	\$ 113	\$51
MI	Benton Harbor / St. Joseph / Stevensville	Berrien	Sep 01	Sep 30	\$ 94	\$51
MI	Detroit	Wayne	Oct 01	Sep 30	\$ 131	\$46
MI	East Lansing / Lansing	Ingham / Eaton	Oct 01	Sep 30	\$ 108	\$46

# State of Arizona Accounting Manual

Topic 50 Travel  
 Section 95 Maximum Mileage, Lodging, Meal, Parking and  
 Incidental Expense Reimbursement Rates

Issued 01/02/19  
 Page 19 of 29

State	Location	County	Begin	End	Lodging	M&IE
If a city is listed, then the city's rate applies. If a city not listed is located in a county whose rate is listed, then the county's rate applies. Otherwise, within the Continental United States, the rates to the immediate right apply.					<b>\$94</b>	<b>\$45</b>
MI	Grand Rapids	Kent	Oct 01	Sep 30	\$ 118	\$51
MI	Holland	Ottawa	Oct 01	Apr 30	\$ 106	\$46
MI	Holland	Ottawa	May 1	Aug 31	\$ 126	\$46
MI	Holland	Ottawa	Sep 1	Sep 30	\$ 106	\$46
MI	Kalamazoo / Battle Creek	Kalamazoo / Calhoun	Oct 01	Sep 30	\$ 102	\$46
MI	Mackinac Island	Mackinac	Oct 01	Jun 30	\$ 94	\$46
MI	Mackinac Island	Mackinac	Jul 01	Aug 31	\$ 119	\$46
MI	Mackinac Island	Mackinac	Sep 01	Sep 30	\$ 94	\$46
MI	Midland	Midland	Oct 01	Sep 30	\$ 113	\$46
MI	Muskegon	Muskegon	Oct 01	May 31	\$ 94	\$51
MI	Muskegon	Muskegon	Jun 01	Aug 31	\$ 123	\$51
MI	Muskegon	Muskegon	Sep 01	Sep 30	\$ 94	\$51
MI	Petoskey	Emmet	Oct 01	Jun 30	\$ 101	\$46
MI	Petoskey	Emmet	Jul 01	Aug 31	\$ 157	\$46
MI	Petoskey	Emmet	Sep 01	Sep 30	\$ 101	\$46
MI	Pontiac / Auburn Hills	Oakland	Oct 01	Sep 30	\$ 117	\$46
MI	South Haven	Van Buren	Oct 01	May 31	\$ 94	\$51
MI	South Haven	Van Buren	Jun 01	Aug 31	\$ 117	\$51
MI	South Haven	Van Buren	Sep 01	Sep 30	\$ 94	\$51
MI	Traverse City / Leland	Grand Traverse / Leelanau	Oct 01	Jun 30	\$ 107	\$56
MI	Traverse City / Leland	Grand Traverse / Leelanau	Jul 01	Aug 31	\$ 184	\$56
MI	Traverse City / Leland	Grand Traverse / Leelanau	Sep 01	Sep 30	\$ 107	\$56
<b>Minnesota</b>						
MN	Duluth	St. Louis	Oct 01	Oct 31	\$ 154	\$66
MN	Duluth	St. Louis	Nov 01	May 31	\$ 121	\$66
MN	Duluth	St. Louis	Jun 01	Aug 31	\$ 171	\$66
MN	Duluth	St. Louis	Sep 01	Sep 30	\$ 154	\$66
MN	Eagan / Burnsville / Mendota Heights	Dakota	Oct 01	Sep 30	\$ 99	\$61
MN	Minneapolis / St. Paul	Hennepin / Ramsey	Oct 01	Oct 31	\$ 151	\$66
MN	Minneapolis / St. Paul	Hennepin / Ramsey	Nov 01	Mar 31	\$ 135	\$66
MN	Minneapolis / St. Paul	Hennepin / Ramsey	Apr 01	Sep 30	\$ 151	\$66
MN	Rochester	Olmsted	Oct 01	Sep 30	\$ 124	\$51

# State of Arizona Accounting Manual

Topic 50 Travel  
 Section 95 Maximum Mileage, Lodging, Meal, Parking and  
 Incidental Expense Reimbursement Rates

Issued 01/02/19  
 Page 20 of 29

State	Location	County	Begin	End	Lodging	M&IE
If a city is listed, then the city's rate applies. If a city not listed is located in a county whose rate is listed, then the county's rate applies. Otherwise, within the Continental United States, the rates to the immediate right apply.					\$94	\$45
<b>Missouri</b>						
MO	Kansas City	Jackson / Clay / Cass / Platte	Oct 01	Sep 30	\$ 125	\$56
MO	St. Louis	St. Louis / St. Louis City / St. Charles	Oct 01	Sep 30	\$ 133	\$56
<b>Mississippi</b>						
MS	Oxford	Lafayette	Oct 01	Sep 30	\$ 105	\$51
MS	Southaven	Desoto	Oct 01	Sep 30	\$ 108	\$46
MS	Starkville	Oktribbeha	Oct 01	Sep 30	\$ 98	\$56
<b>Montana</b>						
MT	Big Sky / West Yellowstone	Gallatin	Oct 01	May 31	\$ 95	\$51
MT	Big Sky / West Yellowstone	Gallatin	Jun 01	Sep 30	\$ 160	\$51
MT	Helena	Lewis and Clark	Oct 01	Sep 30	\$ 101	\$56
MT	Missoula / Polson / Kalispell	Missoula / Lake / Flathead	Oct 01	Jun 30	\$ 95	\$51
MT	Missoula / Polson / Kalispell	Missoula / Lake / Flathead	Jul 01	Aug 31	\$ 146	\$51
MT	Missoula / Polson / Kalispell	Missoula / Lake / Flathead	Sep 01	Sep 30	\$ 95	\$51
<b>North Carolina</b>						
NC	Asheville	Buncombe	Oct 01	Oct 31	\$ 122	\$46
NC	Asheville	Buncombe	Nov 01	Dec 31	\$ 115	\$46
NC	Asheville	Buncombe	Jan 01	Mar 31	\$ 95	\$46
NC	Asheville	Buncombe	Apr 01	Sep 30	\$ 122	\$46
NC	Atlantic Beach / Morehead City	Carteret	Oct 01	May 31	\$ 94	\$51
NC	Atlantic Beach / Morehead City	Carteret	Jun 01	Aug 31	\$ 127	\$51
NC	Atlantic Beach / Morehead City	Carteret	Sep 01	Sep 30	\$ 94	\$51
NC	Chapel Hill	Orange	Oct 01	Sep 30	\$ 116	\$56
NC	Charlotte	Mecklenburg	Oct 01	Sep 30	\$ 130	\$46
NC	Durham	Durham	Oct 01	Sep 30	\$ 107	\$51
NC	Fayetteville	Cumberland	Oct 01	Sep 30	\$ 106	\$46
NC	Greensboro	Guilford	Oct 01	Oct 31	\$ 109	\$46
NC	Greensboro	Guilford	Nov 01	Mar 31	\$ 100	\$46
NC	Greensboro	Guilford	Apr 01	Sep 30	\$ 109	\$46
NC	Kill Devil Hills	Dare	Oct 01	Mar 31	\$ 95	\$56
NC	Kill Devil Hills	Dare	Apr 01	Sep 30	\$ 168	\$56
NC	Raleigh	Wake	Oct 01	Sep 30	\$ 117	\$46

# State of Arizona Accounting Manual

Topic 50 Travel  
 Section 95 Maximum Mileage, Lodging, Meal, Parking and  
 Incidental Expense Reimbursement Rates

Issued 01/02/19  
 Page 21 of 29

State	Location	County	Begin	End	Lodging	M&IE
If a city is listed, then the city's rate applies. If a city not listed is located in a county whose rate is listed, then the county's rate applies. Otherwise, within the Continental United States, the rates to the immediate right apply.					\$94	\$45
NC	Wilmington	New Hanover	Oct 01	Sep 30	\$ 106	\$51
<b>North Dakota</b>						
ND	All Cities and Towns	All Counties	Oct 01	Sep 30	\$94	\$45
<b>Nebraska</b>						
NE	Omaha	Douglas	Oct 01	Sep 30	\$109	\$51
<b>New Hampshire</b>						
NH	Concord	Merrimack	Oct 01	Sep 30	\$ 102	\$56
NH	Conway	Caroll	Oct 01	Feb 28	\$ 131	\$56
NH	Conway	Caroll	Mar 01	Jun 30	\$ 119	\$56
NH	Conway	Caroll	Jul 01	Aug 31	\$ 158	\$56
NH	Conway	Caroll	Sep 01	Sep 30	\$ 131	\$56
NH	Durham	Strafford	Oct 01	May 31	\$ 108	\$51
NH	Durham	Strafford	Jun 01	Aug 31	\$ 128	\$51
NH	Durham	Strafford	Sep 01	Sep 30	\$ 108	\$51
NH	Laconia	Belknap	Oct 01	Oct 31	\$ 150	\$51
NH	Laconia	Belknap	Nov 01	May 31	\$ 120	\$51
NH	Laconia	Belknap	Jun 01	Sep 30	\$ 150	\$51
NH	Lebanon / Lincoln / West Lebanon	Grafton / Sullivan	Oct 01	Sep 30	\$ 132	\$61
NH	Manchester	Hillsborough	Oct 01	Sep 30	\$ 110	\$51
NH	Portsmouth	Rockingham	Oct 01	Oct 31	\$143	\$51
NH	Portsmouth	Rockingham	Nov 01	Jun 30	\$ 115	\$51
NH	Portsmouth	Rockingham	Jul 01	Aug 31	\$ 166	\$51
NH	Portsmouth	Rockingham	Sep 01	Sep 30	\$ 143	\$51
<b>New Jersey</b>						
NJ	Atlantic City / Ocean City / Cape May	Atlantic / Cape May	Oct 01	Jun 30	\$ 94	\$56
NJ	Atlantic City / Ocean City / Cape May	Atlantic / Cape May	Jul 01	Aug 31	\$ 97	\$56
NJ	Atlantic City / Ocean City / Cape May	Atlantic / Cape May	Sep 01	Sep 30	\$ 94	\$56
NJ	Cherry Hill / Moorestown	Camden / Burlington	Oct 01	Sep 30	\$ 99	\$51
NJ	Eatontown / Freehold	Monmouth	Oct 01	Sep 30	\$ 109	\$51
NJ	Edison / Piscataway	Middlesex	Oct 01	Sep 30	\$ 108	\$51
NJ	Flemington	Hunterdon	Oct 01	Sep 30	\$ 123	\$56
NJ	Newark	Essex / Bergen / Hudson / Passaic	Oct 01	Sep 30	\$ 141	\$51
NJ	Parsippany	Morris	Oct 01	Sep 30	\$ 152	\$51

# State of Arizona Accounting Manual

Topic 50 Travel  
 Section 95 Maximum Mileage, Lodging, Meal, Parking and  
 Incidental Expense Reimbursement Rates

Issued 01/02/19  
 Page 22 of 29

State	Location	County	Begin	End	Lodging	M&IE
If a city is listed, then the city's rate applies. If a city not listed is located in a county whose rate is listed, then the county's rate applies. Otherwise, within the Continental United States, the rates to the immediate right apply.					<b>\$94</b>	<b>\$45</b>
NJ	Princeton / Trenton	Mercer	Oct 01	Sep 30	\$ 128	\$51
NJ	Somerset	Somerset	Oct 01	Sep 30	\$ 149	\$56
NJ	Springfield / Cranford / New Providence	Union	Oct 01	Sep 30	\$ 120	\$56
NJ	Toms River	Ocean	Oct 01	Sep 30	\$ 116	\$51
<b>New Mexico</b>						
NM	Carlsbad	Eddy	Oct 01	Sep 30	\$ 166	\$46
NM	Santa Fe	Santa Fe	Oct 01	Dec 31	\$ 123	\$51
NM	Santa Fe	Santa Fe	Jan 01	Feb 28	\$ 100	\$51
NM	Santa Fe	Santa Fe	Mar 01	Sep 30	\$ 123	\$51
NM	Taos	Taos	Oct 01	Sep 30	\$ 105	\$56
<b>Nevada</b>						
NV	Incline Village / Reno / Sparks	Washoe	Oct 01	Jun 30	\$ 114	\$56
NV	Incline Village / Reno / Sparks	Washoe	Jul 01	Aug 31	\$ 142	\$56
NV	Incline Village / Reno / Sparks	Washoe	Sep 01	Sep 30	\$ 114	\$56
NV	Las Vegas	Clark	Oct 01	Dec 31	\$ 108	\$51
NV	Las Vegas	Clark	Jan 01	Mar 31	\$ 130	\$51
NV	Las Vegas	Clark	Apr 01	Aug 31	\$ 102	\$51
NV	Las Vegas	Clark	Sep 01	Sep 30	\$ 108	\$51
<b>New York</b>						
NY	Albany	Albany	Oct 01	Sep 30	\$ 113	\$51
NY	Binghamton	Broome	Oct 01	Sep 30	\$ 96	\$51
NY	Buffalo	Erie	Oct 01	Sep 30	\$ 104	\$56
NY	Floral Park / Garden City / Great Neck	Nassau	Oct 01	Sep 30	\$ 149	\$61
NY	Glens Falls	Warren	Oct 01	Jun 30	\$ 103	\$56
NY	Glens Falls	Warren	Jul 01	Aug 31	\$ 164	\$56
NY	Glens Falls	Warren	Sep 01	Sep 30	\$ 103	\$56
NY	Ithaca	Tompkins	Oct 01	Sep 30	\$ 126	\$56
NY	Kingston	Ulster	Oct 01	Sep 30	\$ 116	\$56
NY	Lake Placid	Essex	Oct 01	Feb 28	\$ 132	\$56
NY	Lake Placid	Essex	Mar 01	Jun 30	\$ 119	\$56
NY	Lake Placid	Essex	Jul 01	Aug 31	\$ 184	\$56
NY	Lake Placid	Essex	Sep 01	Sep 30	\$ 132	\$56
NY	New York City	Bronx / Kings / New York / Queens / Richmond	Oct 01	Dec 31	\$ 288	\$66

# State of Arizona Accounting Manual

Topic 50 Travel  
 Section 95 Maximum Mileage, Lodging, Meal, Parking and  
 Incidental Expense Reimbursement Rates

Issued 01/02/19  
 Page 23 of 29

State	Location	County	Begin	End	Lodging	M&IE
If a city is listed, then the city's rate applies. If a city not listed is located in a county whose rate is listed, then the county's rate applies. Otherwise, within the Continental United States, the rates to the immediate right apply.					\$94	\$45
NY	New York City	Bronx / Kings / New York / Queens / Richmond	Jan 01	Feb 28	\$ 165	\$66
NY	New York City	Bronx / Kings / New York / Queens / Richmond	Mar 01	Jun 30	\$ 253	\$66
NY	New York City	Bronx / Kings / New York / Queens / Richmond	Jul 01	Aug 31	\$ 223	\$66
NY	New York City	Bronx / Kings / New York / Queens / Richmond	Sep 01	Sep 30	\$ 288	\$66
NY	Niagara Falls	Niagara	Oct 01	Jun 30	\$ 94	\$46
NY	Niagara Falls	Niagara	Jul 01	Aug 31	\$ 123	\$46
NY	Niagara Falls	Niagara	Sep 01	Sep 30	\$ 94	\$46
NY	Nyack / Palisades	Rockland	Oct 01	Sep 30	\$115	\$56
NY	Poughkeepsie	Dutchess	Oct 01	Sep 30	\$ 104	\$56
NY	Riverhead / Ronkonkoma / Melville	Suffolk	Oct 01	Sep 30	\$ 136	\$61
NY	Rochester	Monroe	Oct 01	Sep 30	\$ 110	\$51
NY	Saratoga Springs / Schenectady	Saratoga / Schenectady	Oct 01	Jun 30	\$ 117	\$51
NY	Saratoga Springs / Schenectady	Saratoga / Schenectady	Jul 01	Aug 31	\$ 177	\$51
NY	Saratoga Springs / Schenectady	Saratoga / Schenectady	Sep 01	Sep 30	\$ 117	\$51
NY	Syracuse / Oswego	Onondaga / Oswego	Oct 01	Sep 30	\$ 98	\$51
NY	Tarrytown / White Plains / New Rochelle	Westchester	Oct 01	Sep 30	\$ 145	\$66
NY	Troy	Rensselaer	Oct 01	Sep 30	\$ 108	\$51
NY	West Point	Orange	Oct 01	Sep 30	\$ 110	\$51
<b>Ohio</b>						
OH	Akron	Summit	Oct 01	Sep 30	\$ 102	\$46
OH	Canton	Stark	Oct 01	Jun 30	\$ 94	\$46
OH	Canton	Stark	Jul 01	Aug 31	\$ 107	\$46
OH	Canton	Stark	Sep 01	Sep 30	\$ 94	\$46
OH	Cincinnati	Hamilton / Clermont	Oct 01	Sep 30	\$ 142	\$66
OH	Cleveland	Cuyahoga	Oct 01	Sep 30	\$ 131	\$56
OH	Columbus	Franklin	Oct 01	Sep 30	\$ 122	\$51
OH	Dayton / Fairborn	Greene / Darke / Montgomery	Oct 01	Sep 30	\$ 103	\$46
OH	Hamilton	Butler / Warren	Oct 01	Sep 30	\$ 113	\$46
OH	Medina / Wooster	Wayne / Medina	Oct 01	Sep 30	\$ 102	\$46
OH	Mentor	Lake	Oct 01	Sep 30	\$ 105	\$46
OH	Sandusky / Bellevue	Erie / Huron	Oct 01	May 31	\$ 102	\$46

# State of Arizona Accounting Manual

Topic 50 Travel  
 Section 95 Maximum Mileage, Lodging, Meal, Parking and  
 Incidental Expense Reimbursement Rates

Issued 01/02/19  
 Page 24 of 29

State	Location	County	Begin	End	Lodging	M&IE
If a city is listed, then the city's rate applies. If a city not listed is located in a county whose rate is listed, then the county's rate applies. Otherwise, within the Continental United States, the rates to the immediate right apply.					<b>\$94</b>	<b>\$45</b>
OH	Sandusky / Bellevue	Erie / Huron	Jun 01	Aug 31	\$ 120	\$46
OH	Sandusky / Bellevue	Erie / Huron	Sep 01	Sep 30	\$ 102	\$46
<b>Oklahoma</b>						
OK	Oklahoma City	Oklahoma	Oct 01	Sep 30	\$95	\$51
<b>Oregon</b>						
OR	Beaverton	Washington	Oct 01	Sep 30	\$ 133	\$51
OR	Bend	Deschutes	Oct 01	May 31	\$ 113	\$51
OR	Bend	Deschutes	Jun 01	Aug 31	\$ 158	\$51
OR	Bend	Deschutes	Sep 01	Sep 30	\$ 113	\$51
OR	Clackamas	Clackamas	Oct 01	Sep 30	\$ 116	\$46
OR	Eugene / Florence	Lane	Oct 01	Sep 30	\$ 115	\$51
OR	Lincoln City	Lincoln	Oct 01	Jun 30	\$ 107	\$56
OR	Lincoln City	Lincoln	Jul 01	Aug 31	\$ 151	\$56
OR	Lincoln City	Lincoln	Sep 01	Sep 30	\$ 107	\$56
OR	Portland	Multnomah	Oct 01	Oct 31	\$ 184	\$56
OR	Portland	Multnomah	Nov 01	Mar 31	\$ 150	\$56
OR	Portland	Multnomah	Apr 01	Sep 30	\$ 184	\$56
OR	Seaside	Clatsop	Oct 01	Jun 30	\$ 110	\$61
OR	Seaside	Clatsop	Jul 01	Aug 31	\$ 182	\$61
OR	Seaside	Clatsop	Sep 01	Sep 30	\$ 110	\$61
<b>Pennsylvania</b>						
PA	Allentown / Easton / Bethlehem	Lehigh / Northampton	Oct 01	Sep 30	\$ 105	\$51
PA	Bucks	Bucks	Oct 01	Sep 30	\$ 104	\$51
PA	Chester / Radnor / Essington	Delaware	Oct 01	Sep 30	\$ 112	\$46
PA	Erie	Erie	Oct 01	Sep 30	\$ 97	\$46
PA	Gettysburg	Adams	Oct 01	Oct 31	\$ 109	\$56
PA	Gettysburg	Adams	Nov 01	Mar 31	\$ 94	\$56
PA	Gettysburg	Adams	Apr 01	Sep 30	\$ 109	\$56
PA	Harrisburg	Dauphin County excluding Hershey	Oct 01	Sep 30	\$ 116	\$51
PA	Hershey	Hershey	Oct 01	Oct 31	\$ 137	\$61
PA	Hershey	Hershey	Nov 01	May 31	\$ 117	\$61
PA	Hershey	Hershey	Jun 01	Aug 31	\$ 181	\$61
PA	Hershey	Hershey	Sep 01	Sep 30	\$ 137	\$61
PA	Lancaster	Lancaster	Oct 01	Sep 30	\$ 111	\$51
PA	Malvern / Frazer / Berwyn	Chester	Oct 01	Sep 30	\$ 129	\$51



# State of Arizona Accounting Manual

Topic 50 Travel  
 Section 95 Maximum Mileage, Lodging, Meal, Parking and  
 Incidental Expense Reimbursement Rates

Issued 01/02/19  
 Page 25 of 29

State	Location	County	Begin	End	Lodging	M&IE
If a city is listed, then the city's rate applies. If a city not listed is located in a county whose rate is listed, then the county's rate applies. Otherwise, within the Continental United States, the rates to the immediate right apply.					<b>\$94</b>	<b>\$45</b>
PA	Montgomery	Montgomery	Oct 01	Sep 30	\$ 125	\$56
PA	Philadelphia	Philadelphia	Oct 01	Nov 30	\$ 192	\$51
PA	Philadelphia	Philadelphia	Dec 01	Mar 31	\$ 162	\$51
PA	Philadelphia	Philadelphia	Apr 01	Aug 31	\$ 180	\$51
PA	Philadelphia	Philadelphia	Sep 01	Sep 30	\$ 192	\$51
PA	Pittsburgh	Allegheny	Oct 01	Sep 30	\$ 125	\$46
PA	Reading	Berks	Oct 01	Sep 30	\$ 105	\$51
PA	State College	Centre	Oct 01	Sep 30	\$ 101	\$51
<b>Rhode Island</b>						
RI	East Greenwich / Warwick	Kent	Oct 01	Sep 30	\$ 104	\$51
RI	Jamestown / Middletown / Newport	Newport	Oct 01	Oct 31	\$ 174	\$56
RI	Jamestown / Middletown / Newport	Newport	Nov 01	May 31	\$ 116	\$56
RI	Jamestown / Middletown / Newport	Newport	Jun 01	Aug 31	\$ 209	\$56
RI	Jamestown / Middletown / Newport	Newport	Sep 01	Sep 30	\$ 174	\$56
RI	Providence / Bristol	Providence / Bristol	Oct 01	Sep 30	\$ 156	\$51
<b>South Carolina</b>						
SC	Aiken	Aiken	Oct 01	Sep 30	\$96	\$46
SC	Charleston	Charleston / Berkeley / Dorchester	Oct 01	Oct 31	\$ 198	\$61
SC	Charleston	Charleston / Berkeley / Dorchester	Nov 01	Feb 28	\$ 166	\$61
SC	Charleston	Charleston / Berkeley / Dorchester	Mar 01	May 31	\$ 226	\$61
SC	Charleston	Charleston / Berkeley / Dorchester	Jun 01	Aug 31	\$ 183	\$61
SC	Charleston	Charleston / Berkeley / Dorchester	Sep 01	Sep 30	\$ 198	\$61
SC	Columbia	Richland / Lexington	Oct 01	Sep 30	\$ 109	\$51
SC	Hilton Head	Beaufort	Oct 01	Mar 31	\$ 114	\$51
SC	Hilton Head	Beaufort	Apr 01	Aug 31	\$ 166	\$51
SC	Hilton Head	Beaufort	Sep 01	Sep 30	\$ 114	\$51
SC	Myrtle Beach	Horry	Oct 01	Feb 28	\$ 94	\$51
SC	Myrtle Beach	Horry	Mar 01	May 31	\$ 111	\$51
SC	Myrtle Beach	Horry	Jun 01	Aug 31	\$ 166	\$51
SC	Myrtle Beach	Horry	Sep 01	Sep 30	\$ 94	\$51
<b>South Dakota</b>						
SD	Deadwood / Spearfish	Lawrence	Oct 01	May 31	\$ 94	\$51

# State of Arizona Accounting Manual

Topic 50 Travel

Issued 01/02/19

## Section 95 Maximum Mileage, Lodging, Meal, Parking and Incidental Expense Reimbursement Rates

Page 26 of 29

State	Location	County	Begin	End	Lodging	M&IE
If a city is listed, then the city's rate applies. If a city not listed is located in a county whose rate is listed, then the county's rate applies. Otherwise, within the Continental United States, the rates to the immediate right apply.					<b>\$94</b>	<b>\$45</b>
SD	Deadwood / Spearfish	Lawrence	Jun 01	Sep 30	\$ 130	\$51
SD	Hot Springs	Fall River / Custer	Oct 01	Oct 31	\$ 114	\$61
SD	Hot Springs	Fall River / Custer	Nov 01	Mar 31	\$ 94	\$61
SD	Hot Springs	Fall River / Custer	Apr 01	Sep 30	\$ 114	\$61
SD	Rapid City	Pennington	Oct 01	Jun 30	\$ 94	\$51
SD	Rapid City	Pennington	Jul 01	Aug 31	\$ 148	\$51
SD	Rapid City	Pennington	Sep 01	Sep 30	\$ 94	\$51
<b>Tennessee</b>						
TN	Brentwood / Franklin	Williamson	Oct 01	Sep 30	\$ 129	\$51
TN	Chattanooga	Hamilton	Oct 01	Sep 30	\$ 107	\$51
TN	Knoxville	Knox	Oct 01	Sep 30	\$ 97	\$46
TN	Memphis	Shelby	Oct 01	Sep 30	\$ 121	\$51
TN	Nashville	Davidson	Oct 01	Jun 30	\$ 179	\$51
TN	Nashville	Davidson	Jul 01	Sep 30	\$ 173	\$51
<b>Texas</b>						
TX	Arlington / Fort Worth / Grapevine	Tarrant County / City of Grapevine	Oct 01	Sep 30	\$ 164	\$51
TX	Austin	Travis	Oct 01	Dec 31	\$ 145	\$51
TX	Austin	Travis	Jan 01	Mar 31	\$ 160	\$51
TX	Austin	Travis	Apr 01	Sep 30	\$ 145	\$51
TX	Big Spring	Howard	Oct 01	Sep 30	\$ 101	\$51
TX	College Station	Brazos	Oct 01	Sep 30	\$ 101	\$46
TX	Corpus Christi	Nueces	Oct 01	Sep 30	\$ 110	\$46
TX	Dallas	Dallas	Oct 01	Nov 30	\$ 157	\$56
TX	Dallas	Dallas	Dec 01	Aug 31	\$ 149	\$56
TX	Dallas	Dallas	Sep 01	Sep 30	\$ 157	\$56
TX	El Paso	El Paso	Oct 01	Sep 30	\$ 96	\$51
TX	Galveston	Galveston	Oct 01	May 31	\$ 105	\$51
TX	Galveston	Galveston	Jun 01	Jul 31	\$ 131	\$51
TX	Galveston	Galveston	Aug 01	Sep 30	\$ 105	\$51
TX	Houston (L.B. Johnson Space Center)	Montgomery / Fort Bend / Harris	Oct 01	May 31	\$ 131	\$51
TX	Houston (L.B. Johnson Space Center)	Montgomery / Fort Bend / Harris	Jun 01	Sep 30	\$ 120	\$51
TX	Midland / Odessa	Midland / Andrews / Ector / Martin	Oct 01	Sep 30	\$ 142	\$51

# State of Arizona Accounting Manual

Topic 50 Travel  
 Section 95 Maximum Mileage, Lodging, Meal, Parking and  
 Incidental Expense Reimbursement Rates

Issued 01/02/19  
 Page 27 of 29

State	Location	County	Begin	End	Lodging	M&IE
If a city is listed, then the city's rate applies. If a city not listed is located in a county whose rate is listed, then the county's rate applies. Otherwise, within the Continental United States, the rates to the immediate right apply.					<b>\$94</b>	<b>\$45</b>
TX	Pecos	Reeves	Oct 01	Dec 31	\$ 154	\$56
TX	Pecos	Reeves	Jan 01	Mar 31	\$ 216	\$56
TX	Pecos	Reeves	Apr 01	Sep 30	\$ 154	\$56
TX	Plano	Collin	Oct 01	Sep 30	\$121	\$46
TX	Round Rock	Williamson	Oct 01	Sep 30	\$103	\$46
TX	San Antonio	Bexar	Oct 01	Sep 30	\$126	\$51
TX	South Padre Island	Cameron	Oct 01	Feb 28	\$ 94	\$46
TX	South Padre Island	Cameron	Mar 01	May 31	\$ 96	\$46
TX	South Padre Island	Cameron	Jun 01	Jul 31	\$ 117	\$46
TX	South Padre Island	Cameron	Aug 01	Sep 30	\$ 94	\$46
TX	Waco	McLennan	Oct 01	Sep 30	\$ 105	\$46
<b>Utah</b>						
UT	Moab	Grand	Oct 01	Oct 31	\$ 181	\$61
UT	Moab	Grand	Nov 01	Feb 28	\$ 94	\$61
UT	Moab	Grand	Mar 01	Sep 30	\$ 181	\$61
UT	Park City	Summit	Oct 01	Nov 30	\$ 139	\$66
UT	Park City	Summit	Dec 01	Mar 31	\$ 259	\$66
UT	Park City	Summit	Apr 01	Sep 30	\$ 139	\$66
UT	Provo	Utah	Oct 01	Sep 30	\$ 101	\$46
UT	Salt Lake City	Salt Lake / Tooele	Oct 01	Sep 30	\$125	\$46
<b>Virginia (see District of Columbia for Washington D.C. rates applicable to Virginia)</b>						
VA	Abingdon	Washington	Oct 01	Sep 30	\$ 95	\$61
VA	Blacksburg	Montgomery	Oct 01	Jun 30	\$ 98	\$46
VA	Blacksburg	Montgomery	Jul 01	Sep 30	\$ 117	\$46
VA	Charlottesville	City of Charlottesville / Albemarle / Greene	Oct 01	Sep 30	\$ 132	\$61
VA	Loudoun	Loudoun	Oct 01	Sep 30	\$ 107	\$51
VA	Lynchburg	Campbell / Lynchburg City	Oct 01	Sep 30	\$ 99	\$51
VA	Richmond	City of Richmond	Oct 01	Sep 30	\$ 147	\$56
VA	Roanoke	City limits of Roanoke	Oct 01	Sep 30	\$ 111	\$51
VA	Virginia Beach	City of Virginia Beach	Oct 01	May 31	\$ 99	\$51
VA	Virginia Beach	City of Virginia Beach	Jun 01	Aug 31	\$ 180	\$51
VA	Virginia Beach	City of Virginia Beach	Sep 01	Sep 30	\$ 99	\$51
VA	Wallops Island	Accomack	Oct 01	Jun 30	\$ 110	\$51
VA	Wallops Island	Accomack	Jul 01	Aug 31	\$ 205	\$51

# State of Arizona Accounting Manual

Topic 50 Travel  
 Section 95 Maximum Mileage, Lodging, Meal, Parking and  
 Incidental Expense Reimbursement Rates

Issued 01/02/19  
 Page 28 of 29

State	Location	County	Begin	End	Lodging	M&IE
If a city is listed, then the city's rate applies. If a city not listed is located in a county whose rate is listed, then the county's rate applies. Otherwise, within the Continental United States, the rates to the immediate right apply.					<b>\$94</b>	<b>\$45</b>
VA	Wallops Island	Accomack	Sep 01	Sep 30	\$ 110	\$51
VA	Williamsburg / York	James City / York Counties / City of Williamsburg	Oct 01	Dec 31	\$ 98	\$51
VA	Williamsburg / York	James City / York Counties / City of Williamsburg	Jan 01	Feb 28	\$ 94	\$51
VA	Williamsburg / York	James City / York Counties / City of Williamsburg	Mar 01	Aug 31	\$ 115	\$51
VA	Williamsburg / York	James City / York Counties / City of Williamsburg	Sep 01	Sep 30	\$90	51
<b>Vermont</b>						
VT	Burlington	Chittenden	Oct 01	Oct 31	\$ 134	\$61
VT	Burlington	Chittenden	Nov 01	Apr 30	\$ 103	\$61
VT	Burlington	Chittenden	May 01	Sep 30	\$ 134	\$61
VT	Manchester	Bennington	Oct 01	Oct 31	\$ 125	\$66
VT	Manchester	Bennington	Nov 01	Jul 31	\$ 105	\$66
VT	Manchester	Bennington	Aug 01	Sep 30	\$ 125	\$66
VT	Montpelier	Washington	Oct 01	Sep 30	\$ 126	\$56
VT	Stowe	Lamoille	Oct 01	Sep 30	\$ 135	\$66
VT	White River Junction	Windsor	Oct 01	Oct 31	\$ 110	\$61
VT	White River Junction	Windsor	Nov 01	May 31	\$98	\$61
VT	White River Junction	Windsor	Jun 01	Sep 30	\$110	\$61
<b>Washington State (See District of Columbia for Washington, D.C. rates.)</b>						
WA	Everett / Lynnwood	Snohomish	Oct 01	May 31	\$ 113	\$56
WA	Everett / Lynnwood	Snohomish	Jun 01	Aug 31	\$ 138	\$56
WA	Everett / Lynnwood	Snohomish	Sep 01	Sep 30	\$ 113	\$56
WA	Ocean Shores	Grays Harbor	Oct 01	Jun 30	\$ 102	\$56
WA	Ocean Shores	Grays Harbor	Jul 01	Aug 31	\$ 133	\$56
WA	Ocean Shores	Grays Harbor	Sep 01	Sep 30	\$ 102	\$56
WA	Olympia / Tumwater	Thurston	Oct 01	Sep 30	\$ 127	\$56
WA	Port Angeles / Port Townsend	Clallam / Jefferson	Oct 01	Jun 30	\$ 108	\$66
WA	Port Angeles / Port Townsend	Clallam / Jefferson	Jul 01	Aug 31	\$ 161	\$66
WA	Port Angeles / Port Townsend	Clallam / Jefferson	Sep 01	Sep 30	\$ 108	\$66
WA	Richland / Pasco	Benton / Franklin	Oct 01	Sep 30	\$ 97	\$56

# State of Arizona Accounting Manual

Topic 50 Travel  
 Section 95 Maximum Mileage, Lodging, Meal, Parking and  
 Incidental Expense Reimbursement Rates

Issued 01/02/19  
 Page 29 of 29

State	Location	County	Begin	End	Lodging	M&IE
If a city is listed, then the city's rate applies. If a city not listed is located in a county whose rate is listed, then the county's rate applies. Otherwise, within the Continental United States, the rates to the immediate right apply.					<b>\$94</b>	<b>\$45</b>
WA	Seattle	King	Oct 01	May 31	\$ 189	\$66
WA	Seattle	King	Jun 01	Sep 30	\$ 257	\$66
WA	Spokane	Spokane	Oct 01	Sep 30	\$ 105	\$51
WA	Tacoma	Pierce	Oct 01	Sep 30	\$ 121	\$61
WA	Vancouver	Clark / Cowlitz / Skamania	Oct 01	Oct 31	\$ 184	\$56
WA	Vancouver	Clark / Cowlitz / Skamania	Nov 01	Mar 31	\$ 150	\$56
WA	Vancouver	Clark / Cowlitz / Skamania	Apr 01	Sep 30	\$ 184	\$56
<b>Wisconsin</b>						
WI	Appleton	Outagamie	Oct 01	Sep 30	\$ 100	\$51
WI	Brookfield / Racine	Waukesha / Racine	Oct 01	Sep 30	\$ 107	\$46
WI	Madison	Dane	Oct 01	Oct 31	\$ 127	\$51
WI	Madison	Dane	Nov 01	Mar 31	\$ 107	\$51
WI	Madison	Dane	Apr 01	Sep 30	\$ 127	\$51
WI	Milwaukee	Milwaukee	Oct 01	Sep 30	\$ 120	\$56
WI	Sheboygan	Sheboygan	Oct 01	May 31	\$ 94	\$46
WI	Sheboygan	Sheboygan	Jun 01	Aug 31	\$ 105	\$46
WI	Sheboygan	Sheboygan	Sep 01	Sep 30	\$ 94	\$46
WI	Sturgeon Bay	Door	Oct 01	Oct 31	\$98	\$51
WI	Sturgeon Bay	Door	Nov 01	May 31	\$94	\$51
WI	Sturgeon Bay	Door	Jun 01	Sep 30	\$98	\$51
WI	Wisconsin Dells	Columbia	Oct 01	Feb 28	\$100	\$51
WI	Wisconsin Dells	Columbia	Mar 01	Aug 31	\$120	\$51
WI	Wisconsin Dells	Columbia	Sep 01	Sep 30	\$100	\$51
<b>West Virginia</b>						
WV	Charleston	Kanawha	Oct 01	Sep 30	\$107	\$46
WV	Morgantown	Monongalia	Oct 01	Sep 30	\$97	\$46
<b>Wyoming</b>						
WY	Cody	Park	Oct 01	May 31	\$ 115	\$61
WY	Cody	Park	Jun 01	Sep 30	\$ 172	\$61
WY	Jackson / Pinedale	Teton / Sublette	Oct 01	Jun 30	\$ 152	\$66
WY	Jackson / Pinedale	Teton / Sublette	Jul 01	Aug 31	\$ 245	\$66
WY	Jackson / Pinedale	Teton / Sublette	Sep 01	Sep 30	\$ 152	\$66
WY	Rock Springs	Sweetwater	Oct 01	Sep 30	\$ 95	\$51