

Traveler is Non-Exempt from the mandatory provisions of the TTRA.
Transportation expenses on this itinerary indicated as GOVCC-Individual are billed to an individually billed account and are reimbursable to the traveler.
Transportation expenses on this itinerary indicated as GOVCC-Central Billed or AMC Billed are billed directly to the Government and are NOT reimbursable to the traveler.

The 'Travel and Transportation Reform Act of 1998' stipulates that the government-sponsored, contractor-issued travel card shall be used by all U.S. Government personnel (civilian and military) to pay for costs incident to official business travel unless specifically exempted by authority of the Administrator of General Services or the head of the agency.

Government travel cardholders shall obtain cash, as authorized, through automated teller machines (ATM), rather than obtaining cash advances from a Government disbursing officer.

Submission of travel claims shall be submitted within five (5) working days of return to or arrival at the Permanent Duty Station (PDS). In the case of extended TDY/TAD (over 45 days), the traveler shall submit a claim for each 30-day period. That claim must be submitted within five (5) days after each 30-day period.

If the trip itinerary is canceled or changed after tickets or transportation requests are issued to the traveler, the traveler is liable for their value until all ticket coupons have been used for official travel and/or all unused tickets or coupons are properly accounted for on the travel reimbursement voucher.

The use of a Government-Contracted Commercial Travel Office (CTO) to arrange official travel is mandatory. If the contracted CTO is not used to make official travel arrangements, the traveler must provide a statement in detail as to exactly why the CTO is not available or otherwise not being used.

CIC(FY17): 4471504HC3877AI

TDY Location: Maxwell AFB

Approx. No. of TDY days: 65

Meal Stmt:

Breakfast, lunch, and dinner are avail. GMR of \$13.85/day authorized

Lodging: Students scheduled to be lodged on base

Rental Car:

Not auth at TDY location

Fund Cite: 577 3400 307 15AI BMHC22 04 40915

91212F 387700

LOA in DTS: 17 JAG OFCR

=====11) FUNDS OBLIGATED=====

10) AUTHORIZED BY	TITLE	DATE	INITIALS	DATE

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12) GTR/TICKET NO	VALUE	CR	CLS	DATE	FROM	TO
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13) ITINERARY AND TRANSPORTATION EXPENSES - doc.trip NO

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DATE	TIME	DEPARTED/ARRIVED	LOCATIONS	MODE	COST	DESCRIPTION
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02/11/17		D	RES: Satellite Beach,		\$0.00	
02/12/17		A-	Legal Ops Agenc@MAXWEL		\$0.00	
04/12/17		D-	Legal Ops Agenc@MAXWEL		\$0.00	

04/14/17 A RES: Satellite Beach, \$0.00

TOTAL TRANSPORTATION EXPENSES \$0.00

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14) SUBSISTENCE AND OTHER REIMBURSABLE EXPENSES

DATE	ACTUAL LODGING	LODGING ALLOWED	MEALS B L D	M&IE ALLOW	P-DIEM RATE	OTHER EXPENSES	AMOUNT
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02/11	\$0.00	\$0.00		\$38.25			\$0.00
02/12	\$91.00	\$91.00		\$51.00			\$0.00
02/13	\$91.00	\$91.00	M M	\$35.00			\$0.00
		MEALS AVAILABLE					
02/14	\$91.00	\$91.00	M M	\$35.00			\$0.00
		MEALS AVAILABLE					
02/15	\$91.00	\$91.00	M M	\$35.00			\$0.00
		MEALS AVAILABLE					
02/16	\$91.00	\$91.00	M M	\$35.00			\$0.00
		MEALS AVAILABLE					
02/17	\$91.00	\$91.00	M M	\$35.00			\$0.00
		MEALS AVAILABLE					
02/18	\$91.00	\$91.00	M M	\$35.00			\$0.00
		MEALS AVAILABLE					
02/19	\$91.00	\$91.00	M M	\$35.00			\$0.00
		MEALS AVAILABLE					
02/20	\$91.00	\$91.00	M M	\$35.00			\$0.00
		MEALS AVAILABLE					
02/21	\$91.00	\$91.00	M M	\$35.00			\$0.00
		MEALS AVAILABLE					
02/22	\$91.00	\$91.00	M M	\$35.00			\$0.00
		MEALS AVAILABLE					
02/23	\$91.00	\$91.00	M M	\$35.00			\$0.00
		MEALS AVAILABLE					
02/24	\$91.00	\$91.00	M M	\$35.00			\$0.00
		MEALS AVAILABLE					
02/25	\$91.00	\$91.00	M M	\$35.00			\$0.00
		MEALS AVAILABLE					
02/26	\$91.00	\$91.00	M M	\$35.00			\$0.00
		MEALS AVAILABLE					
02/27	\$91.00	\$91.00	M M	\$35.00			\$0.00
		MEALS AVAILABLE					
02/28	\$91.00	\$91.00	M M	\$35.00			\$0.00
		MEALS AVAILABLE					
03/01	\$91.00	\$91.00	M M	\$35.00			\$0.00
		MEALS AVAILABLE					
03/02	\$91.00	\$91.00	M M	\$35.00			\$0.00
		MEALS AVAILABLE					
03/03	\$91.00	\$91.00	M M	\$35.00			\$0.00
		MEALS AVAILABLE					
03/04	\$91.00	\$91.00	M M	\$35.00			\$0.00
		MEALS AVAILABLE					
03/05	\$91.00	\$91.00	M M	\$35.00			\$0.00
		MEALS AVAILABLE					
03/06	\$91.00	\$91.00	M M	\$35.00			\$0.00
		MEALS AVAILABLE					
03/07	\$91.00	\$91.00	M M	\$35.00			\$0.00
		MEALS AVAILABLE					
03/08	\$91.00	\$91.00	M M	\$35.00			\$0.00
		MEALS AVAILABLE					
03/09	\$91.00	\$91.00	M M	\$35.00			\$0.00
		MEALS AVAILABLE					
03/10	\$91.00	\$91.00	M M	\$35.00			\$0.00
		MEALS AVAILABLE					
03/11	\$91.00	\$91.00	M M	\$35.00			\$0.00

	MEALS AVAILABLE					
03/12	\$91.00	\$91.00	M	M	\$35.00	\$0.00
	MEALS AVAILABLE					
03/13	\$91.00	\$91.00	M	M	\$35.00	\$0.00
	MEALS AVAILABLE					
03/14	\$91.00	\$91.00	M	M	\$35.00	\$0.00
	MEALS AVAILABLE					
03/15	\$91.00	\$91.00	M	M	\$35.00	\$0.00
	MEALS AVAILABLE					
03/16	\$91.00	\$91.00	M	M	\$35.00	\$0.00
	MEALS AVAILABLE					
03/17	\$91.00	\$91.00	M	M	\$35.00	\$0.00
	MEALS AVAILABLE					
03/18	\$91.00	\$91.00	M	M	\$35.00	\$0.00
	MEALS AVAILABLE					
03/19	\$91.00	\$91.00	M	M	\$35.00	\$0.00
	MEALS AVAILABLE					
03/20	\$91.00	\$91.00	M	M	\$35.00	\$0.00
	MEALS AVAILABLE					
03/21	\$91.00	\$91.00	M	M	\$35.00	\$0.00
	MEALS AVAILABLE					
03/22	\$91.00	\$91.00	M	M	\$35.00	\$0.00
	MEALS AVAILABLE					
03/23	\$91.00	\$91.00	M	M	\$35.00	\$0.00
	MEALS AVAILABLE					
03/24	\$91.00	\$91.00	M	M	\$35.00	\$0.00
	MEALS AVAILABLE					
03/25	\$91.00	\$91.00	M	M	\$35.00	\$0.00
	MEALS AVAILABLE					
03/26	\$91.00	\$91.00	M	M	\$35.00	\$0.00
	MEALS AVAILABLE					
03/27	\$91.00	\$91.00	M	M	\$35.00	\$0.00
	MEALS AVAILABLE					
03/28	\$91.00	\$91.00	M	M	\$35.00	\$0.00
	MEALS AVAILABLE					
03/29	\$91.00	\$91.00	M	M	\$35.00	\$0.00
	MEALS AVAILABLE					
03/30	\$91.00	\$91.00	M	M	\$35.00	\$0.00
	MEALS AVAILABLE					
03/31	\$91.00	\$91.00	M	M	\$35.00	\$0.00
	MEALS AVAILABLE					
04/01	\$91.00	\$91.00	M	M	\$35.00	\$0.00
	MEALS AVAILABLE					
04/02	\$91.00	\$91.00	M	M	\$35.00	\$0.00
	MEALS AVAILABLE					
04/03	\$91.00	\$91.00	M	M	\$35.00	\$0.00
	MEALS AVAILABLE					
04/04	\$91.00	\$91.00	M	M	\$35.00	\$0.00
	MEALS AVAILABLE					
04/05	\$91.00	\$91.00	M	M	\$35.00	\$0.00
	MEALS AVAILABLE					
04/06	\$91.00	\$91.00	M	M	\$35.00	\$0.00
	MEALS AVAILABLE					
04/07	\$91.00	\$91.00	M	M	\$35.00	\$0.00
	MEALS AVAILABLE					
04/08	\$91.00	\$91.00	M	M	\$35.00	\$0.00
	MEALS AVAILABLE					
04/09	\$91.00	\$91.00	M	M	\$35.00	\$0.00
	MEALS AVAILABLE					
04/10	\$91.00	\$91.00	M	M	\$35.00	\$0.00
	MEALS AVAILABLE					
04/11	\$91.00	\$91.00	M	M	\$35.00	\$0.00
	MEALS AVAILABLE					
04/12	\$0.00	\$0.00			\$51.00	\$0.00

04/13	\$0.00	\$0.00	\$51.00		\$0.00
04/14	\$0.00	\$0.00	\$38.25		\$0.00
02/11				Tolls (highway bridge etc)	\$7.20
04/14				Tolls (highway bridge etc)	\$7.20
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		\$5369.00	\$2259.50		\$14.40

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* Expense not claimed for reimbursement.

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