

August 20, 2021

Emma Lewis
American Oversight

Dear Ms. Lewis:

We have received your public information request for records reflecting all expenses and costs incurred related to travel undertaken by Agriculture Commissioner Sid Miller from January 1, 2019, through the date the search is conducted, dated July 12, 2021.

The information you requested contains the home address, home telephone number, emergency contact information, social security number, and/or family member information of a public employee or official. As allowed by section 552.024 of the Texas Government Code, this public employee or official has chosen to make this personal information confidential. Our office is prohibited by law from releasing this personal information to you, and therefore we have removed this information from the enclosed information we are providing to you.

Normally, we must request a ruling from the Texas Attorney General before we can withhold any of the information you requested. However, section 552.024 allows us to withhold this specific information without requesting a ruling from the attorney general.

You have the right to appeal our decision to withhold this information from you. Instructions for appeal are at the end of this letter. If you do not want to appeal, you do not need to do anything else. Please note that we are only withholding the specific categories of information that are confidential under section 552.024. We will process the rest of your request for information in accordance with the terms of the Public Information Act.

Sincerely,

Skyler Shafer
Assistant General Counsel
Texas Department of Agriculture
P.O. Box 12847
Austin, TX 78711-2847

How to appeal the withholding of information under Gov't Code section 552.024

If you wish to appeal the withholding of information discussed on the previous page, you must send the following to the attorney general:

- 1) a signed, written statement indicating your wish to appeal the withholding of information;
- 2) the name of the governmental body that withheld information from you;
- 3) the date you made your original request for information; and
- 4) a copy of your original request for information, or if you are unable to provide a copy, a description of your original request for information.

You may also submit written comments stating why you think the information should be released to you, but you are not required to do so.

Send your appeal by mail to the attorney general at:

Open Records Division
P.O. Box 12548
Austin, Texas 78711-2548

Within forty-five business days after receiving all of the above-listed items necessary to file your appeal, the attorney general will issue a written ruling on the matter. You will receive a copy of this ruling in the mail.

August 20, 2021

Emma Lewis
American Oversight

Dear Ms. Lewis:

We have received your public information request for records reflecting all expenses and costs incurred related to travel undertaken by Agriculture Commissioner Sid Miller from January 1, 2019, through the date the search is conducted, dated July 12, 2021.

The information you requested contains a credit card, debit card, charge card, or access device number that is collected, assembled, or maintained by or for a governmental body. This information is confidential under section 552.136 of the Texas Government Code. Our office is prohibited by law from releasing this information to you, and therefore we have removed this information from the enclosed information we are providing to you.

Normally, we must request a ruling from the Texas Attorney General before we can withhold any of the information you requested. However, section 552.136 allows us to withhold this specific information without requesting a ruling from the attorney general.

You have the right to appeal our decision to withhold this information from you. Instructions for appeal are at the end of this letter. If you do not want to appeal, you do not need to do anything else. Please note that we are only withholding the specific categories of information that are confidential under section 552.136. We will process the rest of your request for information in accordance with the terms of the Public Information Act.

Sincerely,

Skyler Shafer
Assistant General Counsel
Texas Department of Agriculture
P.O. Box 12847
Austin, TX 78711-2847

How to appeal the withholding of information under Gov't Code section 552.136

If you wish to appeal the withholding of information discussed on the previous page, you must send the following to the attorney general:

- 1) a signed, written statement indicating your wish to appeal the withholding of information;
- 2) the name of the governmental body that withheld information from you;
- 3) the date you made your original request for information; and
- 4) a copy of your original request for information, or if you are unable to provide a copy, a description of your original request for information.

You may also submit written comments stating why you think the information should be released to you, but you are not required to do so.

Send your appeal by mail to the attorney general at:

Open Records Division
P.O. Box 12548
Austin, Texas 78711-2548

Within forty-five business days after receiving all of the above-listed items necessary to file your appeal, the attorney general will issue a written ruling on the matter. You will receive a copy of this ruling in the mail.

August 20, 2021

Emma Lewis
American Oversight

Dear Ms. Lewis:

We have received your public information request for records reflecting all expenses and costs incurred related to travel undertaken by Agriculture Commissioner Sid Miller from January 1, 2019, through the date the search is conducted, dated July 12, 2021.

The information you requested contains information that relates to:

- a motor vehicle operator's or driver's license or permit issued by an agency of this state or another state or country; or
- a motor vehicle title or registration issued by an agency of this state or another state or country; or
- a personal identification document issued by an agency of this state or another state or country or a local agency authorized to issue an identification document.

This information is confidential under section 552.130 of the Texas Government Code. Our office is prohibited by law from releasing this information to you, and therefore we have removed this information from the enclosed information we are providing to you.

Normally, we must request a ruling from the Texas Attorney General before we can withhold any of the information you requested. However, section 552.130 allows us to withhold this specific information without requesting a ruling from the attorney general.

You have the right to appeal our decision to withhold this information from you. Instructions for appeal are at the end of this letter. If you do not want to appeal, you do not need to do anything else. Please note that we are only withholding the specific categories of information that are confidential under section 552.130. We will process the rest of your request for information in accordance with the terms of the Public Information Act.

Sincerely,

Skyler Shafer
Assistant General Counsel
Texas Department of Agriculture
P.O. Box 12847
Austin, TX 78711-2847

How to appeal the withholding of information under Gov't Code section 552.130

If you wish to appeal the withholding of information discussed on the previous page, you must send the following to the attorney general:

- 1) a signed, written statement indicating your wish to appeal the withholding of information;
- 2) the name of the governmental body that withheld information from you;
- 3) the date you made your original request for information; and
- 4) a copy of your original request for information, or if you are unable to provide a copy, a description of your original request for information.

You may also submit written comments stating why you think the information should be released to you, but you are not required to do so.

Send your appeal by mail to the attorney general at:

Open Records Division
P.O. Box 12548
Austin, Texas 78711-2548

Within forty-five business days after receiving all of the above-listed items necessary to file your appeal, the attorney general will issue a written ruling on the matter. You will receive a copy of this ruling in the mail.



COMMISSIONER SID MILLER

Texas Department of Agriculture
Travel Request for In-State

ATR-400

Form with sections: 1 EMPLOYEE INFORMATION, 2 PURPOSE OF TRAVEL, 3 TRAVEL DATES AND TIME, 4 TRAVEL LOCALE, 5 DESCRIBE SPECIFIC PURPOSE OF TRAVEL. Includes fields for name, title, dates, times, and expenses.

SECTION A

Emailed National Travel for the Cancellation. - RB

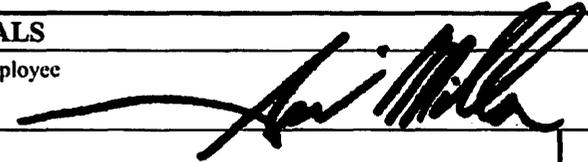
Traveler's Name **SID MILLER** Return Date **01/14/2019** Amount **\$196.00**

1 TRAVEL EXPENSE ITEMIZATIONS														
LOCATIONS IN-STATE		PER DIEM (7106)			TRANSPORTATION									
Departure City	Destination City	Estimated Meal Expense Days X GSA Rate* or Actual	Estimated Lodging Expense Days X GSA Rate* or Actual	Direct Billed Hotel	State Vehicle	Estimated Mileage Expense (7102) (Miles X 0.545=Cost)		Commercial Airline (7101)		Aircraft Pooling Board (7445)		Rental Vehicle (7101)		Parking, Tolls, (7105) or Taxi (7101)
						Miles	Cost		BTA		BTA		BTA	
AUSTIN	HARLINGE N, TEXAS	\$ 51.00	\$ 94.00	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input checked="" type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
HARLINGE, TEXAS	AUSTIN, TX	\$ 51.00	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input checked="" type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
Total		\$102.00	\$94.00	<input type="checkbox"/>	<input type="checkbox"/>	0.00	\$0.00	\$0.00	<input type="checkbox"/>	\$0.00	<input type="checkbox"/>	\$0.00	<input type="checkbox"/>	\$0.00

1 TRAVEL ADVANCE REQUEST, IF NEEDED	
SECTION C	Is travel advance needed? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, complete ATR-403 Travel Advance Request form using Totals from above.
	Total for Meals \$102.00 Total for Lodging \$94.00 Total Parking, Tolls, or Taxi \$0.00
	TOTAL EXPENSES: \$ 196.00 80%= Maximum Advance Amount \$ 156.80

*Attach a hard copy of the GSA per Diem rate to this request, found at http://www.gsa.gov/Portal/gsa/ep/contentView.do?contentId=17943&contentType=GSA_BASIC.

Traveler's Name SID MILLER	Return Date 01/14/2019	Amount \$196.00
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SECTION D	1 APPROVALS		
	Requesting Employee 		Date (mm/dd/yy) 1-3-19
	AC/RD	<input type="checkbox"/> Approved <input type="checkbox"/> Not approved <input type="checkbox"/> Revise	
	Travel Accountant	<input type="checkbox"/> Filed	
	1 SIGNATURE OF SUPERVISOR		
	Supervisor Signature 	Supervisor Printed Name	Date (mm/dd/yyyy) 1/10/19
Reason(s) for disapproval			
Assistant Commissioner/Regional Director	<input type="checkbox"/> Concur <input type="checkbox"/> Do not concur	Date (mm/dd/yyyy)	

1 CHECKLIST TO BE COMPLETED BY REQUESTING EMPLOYEE
Please use this checklist to ensure you are sending all of the necessary information and documents.
<input type="checkbox"/> ATR-400 Travel Request for In-State form <input type="checkbox"/> ATR-403 Travel Advance Request form (if applicable)

NATIONAL TRAVEL

National Travel Systems, LP
 4314 S Loop 289 Ste 300
 Lubbock, TX. 79413
 Fax: +1 (806) 794-6893
 accounting@nationaltravelsystems.com

Tx Dept Of Agriculture

Sale Invoice No: 427028
 Date Issued: 1/7/2019
 Agent: Binke Jenkins

Traveler	Department	Depart Date	Return Date	Remarks	Total Fare	
Type	Airline/Vendor	Flight	A/L	Depart	Arrive	
From	To					
Miller/Sidney Carroll				1/14/2019	1/14/2019	
Dom. Air	Southwest Airlines Inc.	450	WN	1/14/2019 4:20 PM	1/14/2019 5:40 PM	258.30
HRL Harlingen	AUS Austin					
Miller/Sidney Carroll				1/14/2019		
Service Fee	Arc Services Fees					11.79

Payments Applied To This Invoice

[REDACTED]	Received	1/7/2019	Pymt For Inv #427028	-11.79
[REDACTED]	Received	1/7/2019	Pymt For Inv #427028	-258.30
				-270.09

Invoice Total	270.09
Payment Total	-270.09
Balance Due	0.00

NATIONAL TRAVEL

National Travel Systems, LP
 4314 S Loop 289 Ste 300
 Lubbock, TX. 79413
 Fax: +1 (806) 794-6893
 accounting@nationaltravelsystems.com

Tx Dept Of Agriculture

Sale Invoice No: 427043
 Date Issued: 1/7/2019
 Agent: Binke Jenkins

Traveler	Ticket/Conf No	Department	Depart Date	Return Date	Remarks	Total Fare
Type	From To	Airline/Vendor	Flight A/L	Depart	Arrive	
Miller/Sidney Carroll	0760204592	Arc Services Fees	1/7/2019			5.00
Service Fee						
Payments Applied To This Invoice						
	Received	1/7/2019	Pymt For Inv #427043			-5.00

Invoice Total 5.00
Payment Total -5.00
Balance Due 0.00

NATIONAL TRAVEL

National Travel Systems, LP
 4314 S Loop 289 Ste 300
 Lubbock, TX. 79413
 Fax: +1 (806) 794-6893
 accounting@nationaltravelsystems.com

Tx Dept Of Agriculture

Sale Invoice No: 665633
 Date Issued: 1/4/2019
 Agent: Binke Jenkins

Traveler	Ticket/Conf No	Department	Depart Date	Return Date	Remarks	Total Fare
Type	From	To	Airline/Vendor	Flight A/L	Depart	Arrive
Miller/Sidney Carroll	0749309181	Arc Services Fees		1/4/2019		11.79
Service Fee						
Payments Applied To This Invoice						
	Received	1/4/2019	Pymt For Inv #665633			-11.79

Invoice Total 11.79
Payment Total -11.79
Balance Due 0.00

01/04/2019	01/07/2019	55417349005870053471077	XAA XD X XAO AGENT FEE 89007601111741 NATIONAL TRAV TX HUNTER/DANIEL J DEPARTURE: 01-04-19 XAA XD X XAO	\$5.00
01/04/2019	01/07/2019	55432869005200407462655	UNITED 01672889975960 800-932-2732 TX MILLER/SIDNEY CARROL DEPARTURE: 01-13-19 AUS UA Q IAH UA Q HRL	\$273.00
01/04/2019	01/07/2019	55432869005200424476399	SOUTHWES 5262423667028 800-435-9792 TX MILLER/SIDNEY CARROLL DEPARTURE: 02-24-19 MDW WN S DCA WN S MDW WN S DAL WN S AUS	\$534.01
01/07/2019	01/08/2019	55432869007200815244446	SOUTHWES 5262424252359 800-435-9792 TX MILLER/SIDNEY CARROLL DEPARTURE: 01-14-19 HRL WN Y AUS	\$258.30
01/04/2019	01/09/2019	55432869008200011483508	UNITED 01672889975960 800-932-2732 TX MILLER/SIDNEY CARROL DEPARTURE: 01-13-19 AUS UA Q IAH UA Q HRL	\$273.00 CR
01/07/2019	01/09/2019	55417349008870083629386	AGENT FEE 89007602045950 NATIONAL TRAV TX DE LOS SANTOS/R DEPARTURE: 01-07-19 XAA XD X XAO	\$11.79

Cash Advance Limit is a portion of your Total Monthly Limit.

* Available Cash Line is a portion of your Available Credit Line

Company Account Number


Statement Date
 02/03/2019

INDIVIDUAL CARDHOLDER ACTIVITY

01/07/2019	01/09/2019	55417349008870083644294	AGENT FEE 89007602045924 NATIONAL TRAV TX MILLER/SIDNEY C DEPARTURE: 01-07-19 XAA XD X XAO	\$5.00
01/07/2019	01/09/2019	55417349008870083651828	AGENT FEE 89007602045784 NATIONAL TRAV TX MILLER/SIDNEY C DEPARTURE: 01-07-19 XAA XD X XAO	\$11.79
01/07/2019	01/09/2019	55432869008200031269036	SOUTHWES 5262424510910 800-435-9792 TX JACKSON/ANJANETTE MARIE DEPARTURE: 01-14-19 HRL WN S AUS WN S HRL	\$375.96
01/07/2019	01/09/2019	55432869008200031269044	SOUTHWES 5262424581849 800-435-9792 TX DE LOS SANTOS/RICHARD DEPARTURE: 01-15-19 AUS WN Y HOU WN Y HRL WN Y AUS	\$525.31
01/07/2019	01/09/2019	55432869008200031407198	SOUTHWES 5262424252359 800-435-9792 TX MILLER/SIDNEY CARROLL DEPARTURE: 01-07-19 DAL WN Y DAL	\$258.30 CR



COMMISSIONER SID MILLER

Texas Department of Agriculture
Travel Request for In-State

ATR-400

44
24, 48

SECTION A	1 EMPLOYEE INFORMATION				
	First Name SID	M. I.	Last Name MILLER	Title COMMISSIONER	Texas identification number 70000047442
	2 PURPOSE OF TRAVEL				
	<input type="checkbox"/> Conference <input type="checkbox"/> Training <input checked="" type="checkbox"/> Agency Outreach <input type="checkbox"/> Other (please list)				
	3 TRAVEL DATES AND TIME				
Departure Date (mm/dd/yy) 02/10/2019	Departure Time 08:00 <input checked="" type="checkbox"/> a.m. <input type="checkbox"/> p.m.	Return Date (mm/dd/yy) 02/12/2019	Return Time 11:00 <input checked="" type="checkbox"/> a.m. <input type="checkbox"/> p.m.	AY of travel dates 19	
4 TRAVEL LOCALE					
<input type="checkbox"/> In-State (not to exceed GSA per diem rate) <input type="checkbox"/> In-State (actual expenses not to exceed GSA per diem rate)					
5 DESCRIBE SPECIFIC PURPOSE OF TRAVEL					
<u>Traveling via Southwest Airlines from Austin to El Paso to speak at the President Trump rally on USMCA - United States - Mexico - Canada Agreement.</u>			Meals & Lodging \$336.00 Transportation \$40.00 Mileage \$0.00 Total Request \$376.00	Index 10210 PCA 29041	

• 12pm visited the El Paso Export Pens. With Jesus De la Garza - supervisor for 150 horses coming through the pens on 2/12/19. -

• 11am visited the El Paso Food + Nutrition Office -

9Am Fox news interview on his visit to EL PASO -

10 Am Interviewed with Channel 9, NBC affiliates in El Paso



January 1, 2018

Traveler's Name **SID MILLER** Return Date **02/12/2019** Amount **\$376.00**

TRAVEL EXPENSE ITEMIZATIONS														
LOCATIONS IN-STATE		PER DIEM (7106)			TRANSPORTATION									
Departure City	Destination City	Estimated Meal Expense Days X GSA Rate* or Actual	Estimated Lodging Expense Days X GSA Rate* or Actual	Direct-Billed Hotel	State Vehicle	Estimated Mileage Expense (7102) (Miles X 0.545=Cost)		Commercial Airline (7101)		Aircraft Pooling Board (7445)		Rental Vehicle (7101)		Parking, Tolls, (7105) or Taxi (7101)
						Miles	Cost		BTA		BTA		BTA	
AUSTIN	EL PASO	\$ 55.00	\$ 100.00	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input checked="" type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	20.00
EL PASO	EL PASO	\$ 55.00	\$ 100.00	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input checked="" type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	20.00
EL PASO	AUSTIN	\$ 26.00	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
Total		\$136.00	\$200.00	<input type="checkbox"/>	<input type="checkbox"/>	0.00	\$0.00	\$0.00	<input type="checkbox"/>	\$0.00	<input type="checkbox"/>	\$0.00	<input type="checkbox"/>	\$40.00

SECTION C		TRAVEL ADVANCE REQUEST, IF NEEDED	
Is travel advance needed?			
<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	If yes, complete ATR-403 Travel Advance Request form using Totals from above.	
Total for Meals \$136.00 Total for Lodging \$200.00 Total Parking, Tolls, or Taxi \$40.00			
TOTAL EXPENSES: \$ 376.00 80%= Maximum Advance Amount \$ 300.80			

*Attach a hard copy of the GSA per Diem rate to this request, found at http://www.gsa.gov/Portal/gsa/ep/contentView.do?contentId=17943&contentType=GSA_BASIC.

Traveler's Name SID MILLER	Return Date 02/12/2019	Amount \$376.00
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SECTION D	1 APPROVALS		
	Requesting Employee <i>[Signature]</i>		Date (mm/dd/yy) 02/08/2019
	AC/RD	<input type="checkbox"/> Approved <input type="checkbox"/> Not approved <input type="checkbox"/> Revise	
	Travel Accountant	<input type="checkbox"/> Filed	
	1 SIGNATURE OF SUPERVISOR		
	Supervisor Signature <i>[Signature]</i>	Supervisor Printed Name TIM KEINSEHMIOT	Date (mm/dd/yyyy) 2-8-19
Reason(s) for disapproval			
Assistant Commissioner/Regional Director <i>[Signature]</i>	<input checked="" type="checkbox"/> Concur <input type="checkbox"/> Do not concur	Date (mm/dd/yyyy) 2-8-19	
1 CHECKLIST TO BE COMPLETED BY REQUESTING EMPLOYEE			
Please use this checklist to ensure you are sending all of the necessary information and documents.			
<input type="checkbox"/> ATR-400 Travel Request for In-State form			
<input type="checkbox"/> ATR-403 Travel Advance Request form (if applicable)			

Joyce Felix

From: Rebecca Bustamante
Sent: Wednesday, March 20, 2019 5:30 PM
To: Joyce Felix
Subject: FW: Sid Miller's 02/10 El Paso trip (RFHUKF): Your reservation is confirmed.

From: Southwest Airlines [mailto:southwestairlines@ifly.southwest.com]
Sent: Friday, February 8, 2019 1:59 PM
To: Rebecca Bustamante
Subject: Sid Miller's 02/10 El Paso trip (RFHUKF): Your reservation is confirmed.

WARNING: This email originated from outside of the Texas Department of Agriculture email system. DO NOT click links or open attachments unless you expect them from the sender and know the content is safe.

Here's your itinerary and other important travel information.
[View our mobile site](#) | [View in browser](#)

Southwest
Corporate Travel

[Manage Flight](#) | [Flight Status](#) | [My Account](#)



Hi Sid,

We're looking forward to flying together! It can't come soon enough. Below you'll find your itinerary, important travel information, and trip receipt. See you onboard soon!

FEBRUARY 10 - FEBRUARY 12

AUS ✈ **ELP**

Austin to El Paso

Confirmation # **RFHUKF**

Corporate ID: 99759391

Confirmation date: 02/08/2019

PASSENGER

Sid Miller

RAPID REWARDS #

[Join](#) or [Log in](#)

TICKET #

5262437512833

EXPIRATION¹

February 8, 2020

EST. POINTS EARNED 5,874

Rapid Rewards® points are only estimations.

Your itinerary

Flight 1: Sunday, 02/10/2019 Est. Travel Time: 1h 35m [Anytime](#)

FLIGHT # 3721	DEPARTS	ARRIVES
	AUS 09:20PM Austin	 ELP 09:55PM El Paso

Flight 2: Tuesday, 02/12/2019 Est. Travel Time: 1h 30m [Anytime](#)

FLIGHT # 2062	DEPARTS	ARRIVES
	ELP 06:40AM El Paso	 AUS 09:10AM Austin

Payment information

Total cost

Air - RFHUKF		
Base Fare	\$	587.32
U.S. Transportation Tax	\$	44.04
U.S. 9/11 Security Fee	\$	11.20
U.S. Flight Segment Tax	\$	8.40
U.S. Passenger Facility Chg	\$	9.00
Total	\$	659.96

Payment

Mastercard ending in [REDACTED]
Date: February 8, 2019

Payment Amount: \$659.96

Fare Rules: If you decide to make a change to your current itinerary it may result in a fare increase. In the case you're left with travel funds from this confirmation number, you're in luck! We're happy to let you use them towards a future flight for the individual named on the ticket, as long as the new travel is completed by the expiration date.

Your ticket number: 5262437512833

Prepare for takeoff



24 hours before your departure:

Check-in on Southwest.com® or using the Southwest Mobile App. Use your mobile device and receive a mobile boarding pass.



30 minutes before your departure:

Arrive at the gate prepared to board.



COMMISSIONER SID MILLER

Texas Department of Agriculture
Travel Request for
Out-of-State, International or Washington, D. C.

44

DOC No. PT _____

ATR-401

Form with sections: 1 EMPLOYEE INFORMATION, 2 PURPOSE OF TRAVEL, 3 TRAVEL DATES AND TIME, 4 TRAVEL LOCALE, 5 DESCRIBE SPECIFIC PURPOSE OF TRAVEL. Includes fields for name, title, dates, times, and expenses.

http://www.oanda.com/convert/classic (Currency converter)

Scanned and emailed to Finance/Lorraine M.
Feb 1/4/19

AMERICAN OVERSIGHT

January 1, 2018

TX-TDA-21-0913-A-000014

Traveler's Name SID MILLER	Return Date 02/24/2019	Amount \$844.00
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TRAVEL EXPENSE ITEMIZATIONS FOR OUT OF STATE (INCLUDING MEXICO AND CANADA) OR WASHINGTON, D.C.													
Locations OUT-of-STATE		PER DIEM (7116)			TRANSPORTATION (BTA - Bill to Agency)								
SECTION B	Departure City	Destination City	Estimated Meal Expense Days X GSA Rate* or Actual	Estimated Lodging Expense Days X GSA Rate* or Actual	Direct Billed Hotel	State Vehicle	Estimated Mileage Expense (7102) (Miles X 0.545=Cost)		Commercial Airline Enter 'BTA' or Amount (7111)		Rental Vehicle Enter 'BTA' or Amount (7111)		Parking, Tolls, (7115) or Taxi (7111)
							Miles	Cost		BTA		BTA	
	AUSTIN, TX	ARLINGTON, VIRGINIA	\$ 51.00	\$ 200.00	<input type="checkbox"/>	<input type="checkbox"/>		\$ 0.00		<input checked="" type="checkbox"/>		<input type="checkbox"/>	20.00
	ARLINGTON, VIRGINIA	ARLINGTON, VIRGINIA	\$ 51.00	\$ 200.00	<input type="checkbox"/>	<input type="checkbox"/>		\$ 0.00		<input type="checkbox"/>		<input type="checkbox"/>	20.00
	ARLINGTON, VIRGINIA	ARLINGTON, VIRGINIA	\$ 51.00	\$ 200.00	<input type="checkbox"/>	<input type="checkbox"/>		\$ 0.00		<input type="checkbox"/>		<input type="checkbox"/>	20.00
	ARLINGTON, VIRGINIA	AUSTIN, TEXAS	\$ 51.00	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$ 0.00		<input checked="" type="checkbox"/>		<input type="checkbox"/>	
			\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$ 0.00		<input type="checkbox"/>		<input type="checkbox"/>	
	Total		\$ 204.00	\$ 600.00	<input type="checkbox"/>	<input type="checkbox"/>	0.00	\$ 0.00	\$ 0.00	<input type="checkbox"/>	\$ 0.00	<input type="checkbox"/>	\$ 40.00

TRAVEL EXPENSE ITEMIZATIONS FOR INTERNATIONAL (7121)													
Locations OUT-of-STATE		PER DIEM			TRANSPORTATION (BTA - Bill to Agency)								
SECTION C	Departure City	Destination City	Estimated Meal Expense Days X US Dept of State International Rate**	Estimated Lodging Expense Days X US Dept of State International Rate**	Direct Billed Hotel	State Vehicle	Estimated Mileage Expense (7102) (Miles X 0.545=Cost)		Commercial Airline Enter 'BTA' or Amount		Rental Vehicle Enter 'BTA' or Amount		Parking, Tolls, (7115) or Taxi (7111)
							Miles	Cost		BTA		BTA	
			\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$ 0.00		<input type="checkbox"/>		<input type="checkbox"/>	
			\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$ 0.00		<input type="checkbox"/>		<input type="checkbox"/>	
			\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$ 0.00		<input type="checkbox"/>		<input type="checkbox"/>	
	Total		\$ 0.00	\$ 0.00	<input type="checkbox"/>	<input type="checkbox"/>	0.00	\$ 0.00	\$ 0.00	<input type="checkbox"/>	\$ 0.00	<input type="checkbox"/>	\$ 0.00

SECTION D	TRAVEL ADVANCE REQUEST, IF NEEDED
	Is travel advance needed? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, complete form ATR-403 Travel Advance Request form using Totals from above.
	Total for Meals \$ 204.00 Total for Lodging \$ 600.00 Total Parking, Tolls, or Taxi \$ 40.00 TOTAL EXPENSES: \$ 844.00 80%= Maximum Advance Amount \$ 634.40

*Attach a hard copy of the GSA per Diem rate to this request, found at http://www.gsa.gov/Portal/gsa/cp/contentView.do?contentId=17943&contentType=GSA_BASIC.

**Attach a hard copy of the US Department of State International Rate to this request, found at http://aoprals.state.gov/web920/per_diem_action.asp?MenuHide=1&CountryCode=1114.

Traveler's Name SID	MILLER	Return Date 02/24/2019	Amount \$844.00
---------------------	--------	------------------------	-----------------

SECTION E	¹ APPROVALS		
	Requesting Employee	Date (mm/dd/yyyy)	
	Budget Analyst	<input type="checkbox"/> Approved <input type="checkbox"/> Not approved <input type="checkbox"/> Revise	1/3/19
	Deputy Commissioner (for international, D.C., and for Exec or Senior Staff)	<input type="checkbox"/> Approved <input type="checkbox"/> Not approved <input type="checkbox"/> Revise	
	Travel Accountant	<input type="checkbox"/> Reviewed	
	Encumbrance Accountant	<input type="checkbox"/> Encumbered	
	Travel Accountant	<input type="checkbox"/> File	
	Reason for disapproval (please initialize)		
	¹ SIGNATURE OF SUPERVISOR		
	Supervisor Signature	Supervisor Printed Name	<input checked="" type="checkbox"/> Approved <input type="checkbox"/> Disapproved <input type="checkbox"/> Revise
Reason(s) for disapproval			1-3-19
Assistant Commissioner/Regional Director	<input type="checkbox"/> Concur <input type="checkbox"/> Do not concur	Date (mm/dd/yyyy)	

SECTION F	¹ CHECKLIST TO BE COMPLETED BY REQUESTING EMPLOYEE	
	<input type="checkbox"/> ATR-401 Travel Request for Out-of-State, International or Washington, D. C. form	
	<input type="checkbox"/> Actual Expenses Approval	
	<input checked="" type="checkbox"/> ATR-402 OSFR Report of State Agency Travel to Washington, D. C.	
	<input type="checkbox"/> ATR-403 Travel Advance Request form (only if travel advance needed)	



COMMISSIONER SID MILLER

Texas Department of Agriculture
Office of State-Federal Relations
 Report of State Agency Travel to Washington, D.C.

ATR-402

3-DIGIT AGENCY CODE - 551		AGENCY NAME - TEXAS DEPT. OF AGRICULTURE	
NAMES AND TITLES OF TRAVELERS			
1. First Name SID	M. I.	Last Name MILLER	Title COMMISSIONER
2. First Name DAN	M. I.	Last Name HUNTER	Title ASST. COMMISSIONER
3. First Name JESSICA	M. I.	Last Name ESCOBAR	Title ASST. GENERAL COUNSEL
4. First Name JORDAN	M. I.	Last Name GREGORY	Title POLICY SPECIALIST
Date Arriving in D.C. (mm/dd/yy) 02/24/2019		Date Departing D.C. (mm/dd/yy) 02/27/2019	
PERSON REPORTING TRAVEL AGENDA			
First Name REBECCA	M. I.	Last Name BUSTAMANTE	Title EXECUTIVE ASSISTANT/SCHEDULER
Department TEXAS DEPARTMENT OF AGRICULTURE	Phone 5124631408	Email REBECCA.BUSTAMANTE@TEXASAGRICULTURE.GOV	
Address 1700 N. CONGRESS, SUITE 1125E	City AUSTIN	State TEXAS	Zip 78701
PRIMARY COMMITTEES/OFFICES/AGENCIES/ORGANIZATIONS TO BE VISITED			
1. On Date(s) (mm/dd/yy) 02/24 - 02/28/19	Name of Person to Visit	Org./Dept. NATIONAL ASSOCIATION OF STATE DEPARTMENTS OF AGRICULTURE (NASDA) WINTER POLICY CONFERENCE	
2. On Date(s)	Name of Person to Visit	Org./Dept.	
3. On Date(s)	Name of Person to Visit	Org./Dept.	
PURPOSE OF TRIP			
<input type="checkbox"/> Congressional Testimony*	<input type="checkbox"/> Agency Visit (Grant Follow-up)	<input checked="" type="checkbox"/> Public Interest Group or Professional Association Meeting, Conference, Convention, or Visit	
<input type="checkbox"/> Congressional Visit*	<input type="checkbox"/> OSFR Visit	<input type="checkbox"/> Other (Please Specify)	
<input type="checkbox"/> Agency Visit (General)			
OSFR STATEMENT			
*If the purpose of the trip is a Congressional or General Agency Visit, please provide the Office of the State-Federal Relations (OSFR) with an advance Courtesy Copy of the travel itinerary. If the purpose is to provide testimony to a Congressional Committee or Agency Rule-Making Authority, please provide OSFR with an advance Courtesy Copy of the testimony. Governmental Affairs is responsible for forwarding all required information to the OSFR.			

Please complete this form and email to OSFR@gov.texas.gov

NASDA

Rebecca Bustamante

From: bjenkins@nationalTravelsystems.com
Sent: Friday, January 4, 2019 2:00 PM
To: Rebecca Bustamante
Subject: PURCHASED MILLER/SIDNEY CARROLL 02-24-2019 WASHINGTON
Attachments: LALQFE.pdf; WN Flight number 4671 AUS MDW Departs 825 AM (Local Time) SIDNEY CARROLL MILLER.ics; WN Flight number 3547 MDW DCA Departs 1145 AM (Local Time) SIDNEY CARROLL MILLER.ics; WN Flight number 0345 DCA DAL Departs 945 AM (Local Time) SIDNEY CARROLL MILLER.ics; WN Flight number 1600 DAL AUS Departs 120 PM (Local Time) SIDNEY CARROLL MILLER.ics; LALQFE.txt

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Created 1/4/2019 1:59 PM CST

National Travel Systems, LP
 4314 S Loop 289
 Ste 300
 Lubbock, TX 79413



If email attachments are not compatible with your company calendar configuration, click on the links below to add to your calendar.
 For a single calendar entry click [here](#)

Travel Itinerary
 Agency Booking Confirmation Number: LALQFE

Passenger Names

MILLER/SIDNEY CARROLL

Please verify that everything is correct on this itinerary. If there are any mistakes you must advise National Travel Systems within 24 hours. We will not be held responsible for any change fees or additional charges to correct any mistakes that are not reported within 24 hours of the ticket being issued.

All ticketed flights must be cancelled prior to departure. Failure to do so could result in the cancellation of the entire itinerary and loss of the ticket value.

Please reconfirm your flights 24 hours prior to departure

 Southwest Airlines - Flight Number 4671 Confirmation: JM3R6H

Departure: Sun, 02/24/2019 8:25 AM Departure City: Austin, TX (AUS) Departing Terminal: Status: Confirmed	Arrival: Sun, 02/24/2019 10:55 AM Arrival City: Chicago/Midway, IL (MDW) Arrival Terminal: Class of Service: S - Economy	Equipment: 73W Travel Time: 2 hour(s) 30 minute(s) Add flight to Calendar Baggage Info Weather 
--	---	---

NATIONAL TRAVEL

National Travel Systems, LP
 4314 S Loop 289 Ste 300
 Lubbock, TX. 79413
 Fax: +1 (806) 794-6893
 accounting@nationaltravelsystems.com

Tx Dept Of Agriculture

Sale Invoice No: 429502
 Date Issued: 2/21/2019
 Agent: Binke Jenkins

Traveler Type	Ticket/Conf No From To	Department Airline/Vendor Flight	Depart Date A/L Depart	Return Date	Remarks Arrive	Total Fare
Miller/Sidney Carroll Service Fee	0762775852	Arc Services Fees	2/21/2019			5.00
Miller/Sidney Carroll Dom. Air	JM3R6H	Southwest Airlines Inc.	2/24/2019	2/28/2019		176.97
AUS Austin	MDW Chicago	4671 WN	2/24/2019 8:25 AM		2/24/2019 10:55 AM	
MDW Chicago	DCA Ronald Reagan Washington	3547 WN	2/24/2019 11:45 AM		2/24/2019 2:25 PM	
DCA Ronald Reagan Washington	AUS Austin	196 WN	2/28/2019 4:55 PM		2/28/2019 7:45 PM	

Payments Applied To This Invoice

[REDACTED]	Received	2/21/2019	Pymt For Inv #429502	-176.97
[REDACTED]	Received	2/21/2019	Pymt For Inv #429502	-5.00

-181.97

Invoice Total	181.97
Payment Total	-181.97
Balance Due	0.00



COMMISSIONER SID MILLER

Texas Department of Agriculture
Office of State-Federal Relations
 Report of State Agency Travel to Washington, D.C.

ATR-402

3-DIGIT AGENCY CODE - 551		AGENCY NAME - TEXAS DEPT. OF AGRICULTURE	
1 NAMES AND TITLES OF TRAVELERS			
1. First Name SID	M. I.	Last Name MILLER	Title COMMISSIONER
2. First Name DAN	M. I.	Last Name HUNTER	Title ASST. COMMISSIONER
3. First Name JESSICA	M. I.	Last Name ESCOBAR	Title ASST. GENERAL COUNSEL
4. First Name JORDAN	M. I.	Last Name GREGORY	Title POLICY SPECIALIST
Date Arriving in D.C. (mm/dd/yy) 02/24/2019		Date Departing D.C. (mm/dd/yy) 02/27/2019	
2 PERSON REPORTING TRAVEL AGENDA			
First Name REBECCA	M. I.	Last Name BUSTAMANTE	Title EXECUTIVE ASSISTANT/SCHEDULER
Department TEXAS DEPARTMENT OF AGRICULTURE		Phone 5124631408	Email REBECCA.BUSTAMANTE@TEXASAGRICULTURE.GOV
Address 1700 N. CONGRESS, SUITE 1125E		City AUSTIN	State TEXAS Zip 78701
3 PRIMARY COMMITTEES/OFFICES/AGENCIES/ORGANIZATIONS TO BE VISITED			
1. On Date(s) (mm/dd/yy) 02/24 - 02/28/19	Name of Person to Visit		Org./Dept. NATIONAL ASSOCIATION OF STATE DEPARTMENTS OF AGRICULTURE (NASDA) WINTER POLICY CONFERENCE
2. On Date(s)	Name of Person to Visit		Org./Dept.
3. On Date(s)	Name of Person to Visit		Org./Dept.
4 PURPOSE OF TRIP			
<input type="checkbox"/> Congressional Testimony*	<input type="checkbox"/> Agency Visit (Grant Follow-up)	<input checked="" type="checkbox"/> Public Interest Group or Professional Association Meeting, Conference, Convention, or Visit	
<input type="checkbox"/> Congressional Visit*	<input type="checkbox"/> OSFR Visit	<input type="checkbox"/> Other (Please Specify)	
<input type="checkbox"/> Agency Visit (General)			
5 OSFR STATEMENT			
*If the purpose of the trip is a Congressional or General Agency Visit, please provide the Office of the State-Federal Relations (OSFR) with an advance Courtesy Copy of the travel itinerary. If the purpose is to provide testimony to a Congressional Committee or Agency Rule-Making Authority, please provide OSFR with an advance Courtesy Copy of the testimony. Governmental Affairs is responsible for forwarding all required information to the OSFR.			

Please complete this form and email to OSFR@gov.texas.gov

Rebecca Bustamante

NASDA

From: bjenkins@nationalTravelsystems.com
Sent: Friday, January 4, 2019 2:00 PM
To: Rebecca Bustamante
Subject: PURCHASED MILLER/SIDNEY CARROLL 02-24-2019 WASHINGTON
Attachments: LALQFE.pdf; WN Flight number 4671 AUS MDW Departs 825 AM (Local Time) SIDNEY CARROLL MILLER.ics; WN Flight number 3547 MDW DCA Departs 1145 AM (Local Time) SIDNEY CARROLL MILLER.ics; WN Flight number 0345 DCA DAL Departs 945 AM (Local Time) SIDNEY CARROLL MILLER.ics; WN Flight number 1600 DAL AUS Departs 120 PM (Local Time) SIDNEY CARROLL MILLER.ics; LALQFE.txt

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Created 1/4/2019 1:59 PM CST

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For a single calendar entry click [here](#)

Travel Itinerary

Agency Booking Confirmation Number: LALQFE

Passenger Names

MILLER/SIDNEY CARROLL

Please verify that everything is correct on this itinerary. If there are any mistakes you must advise National Travel Systems within 24 hours. We will not be held responsible for any change fees or additional charges to correct any mistakes that are not reported within 24 hours of the ticket being issued.

All ticketed flights must be cancelled prior to departure. Failure to do so could result in the cancellation of the entire itinerary and loss of the ticket value.

Please reconfirm your flights 24 hours prior to departure



Southwest Airlines - Flight Number 4671

Confirmation: JM3R6H

Departure: Sun, 02/24/2019 8:25 AM
Departure City: Austin, TX (AUS)
Departing Terminal:
Status: Confirmed

Arrival: Sun, 02/24/2019 10:55 AM
Arrival City: Chicago/Midway, IL (MDW)
Arrival Terminal:
Class of Service: S - Economy

Equipment: 73W
Travel Time: 2 hour(s) 30 minute(s)
[Add flight to Calendar](#)
[Baggage Info](#)
[Weather](#)



Seat Assignments:

 Southwest Airlines - Flight Number 3547 Confirmation: JM3R6H

Departure: Sun, 02/24/2019 11:45 AM	Arrival: Sun, 02/24/2019 2:25 PM	Equipment: 73W
Departure City: Chicago/Midway, IL (MDW)	Arrival City: Washington Reagan National, DC (DCA)	
Departing Terminal:	Arrival Terminal:	Travel Time: 1 hour(s) 40 minute(s)
Status: Confirmed	Class of Service: S - Economy	Add flight to Calendar
		Baggage Info
		Weather
		

Seat Assignments:

 Southwest Airlines - Flight Number 0345 Confirmation: JM3R6H

Departure: Thu, 02/28/2019 9:45 AM	Arrival: Thu, 02/28/2019 12:10 PM	Equipment: 73H
Departure City: Washington Reagan National, DC (DCA)	Arrival City: Dallas-Love Field, TX (DAL)	
Departing Terminal:	Arrival Terminal: TERMINAL 1	Travel Time: 3 hour(s) 25 minute(s)
Status: Confirmed	Class of Service: S - Economy	Add flight to Calendar
		Baggage Info
		Weather
		

Seat Assignments:

 Southwest Airlines - Flight Number 1600 Confirmation: JM3R6H

Departure: Thu, 02/28/2019 1:20 PM	Arrival: Thu, 02/28/2019 2:25 PM	Equipment: 73W
Departure City: Dallas-Love Field, TX (DAL)	Arrival City: Austin, TX (AUS)	
Departing Terminal: TERMINAL 1	Arrival Terminal:	Travel Time: 1 hour(s) 5 minute(s)
Status: Confirmed	Class of Service: S - Economy	Add flight to Calendar
		Baggage Info
		Weather
		

Seat Assignments:

Other

Date: Thu, 02/28/2019 **City:** Austin, TX
SERVICE FEE

Invoice Detail

Name: MILLER/SIDNEY CARROLL		
Southwest Airlines	01/4/2019	Amount: \$534.01
Professional Fee: 8900760179979	Issue Date: 01/4/2019	Amount: \$11.79
		Total Fare: USD \$545.80

Your total has been charged to Mastercard ending in [REDACTED]

Frequent Flyer Info

Southwest Airlines [REDACTED]

General Remarks

PLEASE VERIFY THE DATES, TIME AND LEGAL NAME OF THE TRAVEL THAT HAS BEEN PREPARED FOR YOU. IF THERE ARE ANY MISTAKES PLEASE ADVISE WITHIN 24 HOURS. NATIONAL TRAVEL WILL NOT BE HELD RESPONSIBLE FOR ANY CHANGE FEES OR ADDITIONAL CHARGES TO CORRECT ANY MISTAKES, THAT ARE NOT REPORTED WITHIN 24 HOURS OF TICKET BEING ISSUED
FARES ARE SUBJECT TO CHANGE UNTIL TICKETED

ANY ERROR WITH THIS ITINERARY OR NAMES MUST BE BROUGHT TO OUR ATTENTION BY THE CLOSE OF BUSINESS, THE DAY TICKETS ARE PURCHASED OR WE WILL NOT BE LIABLE FOR MISTAKES

PLEASE RE-CONFIRM FLIGHTS 24 HOURS IN ADVANCE AS SCHEDULE CHANGES MAY HAVE OCCURRED.

FOR EMERGENCY SERVICE BETWEEN 500PM AND 800AM PLEASE CALL 800-542-0452

PLEASE BE ADVISED THAT MOST MAJOR AIRLINE CARRIERS HAVE INSTITUTED FEES ON CHECKED LUGGAGE INCLUDING FIRST AND SECOND BAGS. PLEASE CONTACT YOUR AGENT IMMEDIATELY TO VERIFY THE CHECKED LUGGAGE FEES THAT MAY APPLY TO THIS ITINERARY.
THANK YOU FOR CHOOSING NATIONAL TRAVEL SYSTEMS.
INVOICE BILLED TO CC [REDACTED]
NONREFUNDABLE FARE IS 534.01
PLUS A SERVICE FEE OF 11.79
EXCEPTION CODE B



COMMISSIONER SID MILLER

Texas Department of Agriculture
Travel Request for In-State

ATR-400

Form with sections: 1 EMPLOYEE INFORMATION, 2 PURPOSE OF TRAVEL, 3 TRAVEL DATES AND TIME, 4 TRAVEL LOCALE, 5 DESCRIBE SPECIFIC PURPOSE OF TRAVEL. Includes fields for name, title, dates, times, and expenses.

SECTION A

Handwritten initials: hsc

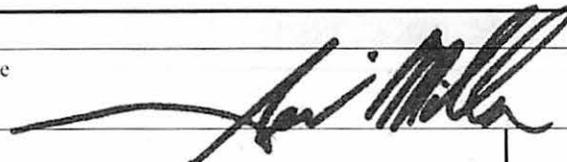
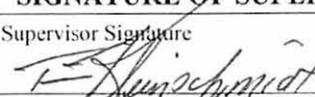
Traveler's Name **SID MILLER** Return Date **04/16/2019** Amount **\$122.08**

TRAVEL EXPENSE ITEMIZATIONS														
LOCATIONS IN-STATE		PER DIEM (7106)			TRANSPORTATION									
Departure City	Destination City	Estimated Meal Expense Days X GSA Rate* or Actual	Estimated Lodging Expense Days X GSA Rate* or Actual	Direct Billed Hotel	State Vehicle	Estimated Mileage Expense (7102) (Miles X 0.545=Cost)		Commercial Airline (7101)		Aircraft Pooling Board (7445)		Rental Vehicle (7101)		Parking, Tolls, (7105) or Taxi (7101)
						Miles	Cost		BTA		BTA		BTA	
STEPHENVILLE	DALLAS	\$	\$	<input type="checkbox"/>	<input type="checkbox"/>	112.00	\$61.04		<input checked="" type="checkbox"/>		<input type="checkbox"/>		<input checked="" type="checkbox"/>	
DALLAS	LUBBOCK	\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
LUBBOCK	DALLAS	\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
DALLAS	STEPHENVILLE	\$	\$	<input type="checkbox"/>	<input type="checkbox"/>	112.00	\$61.04		<input checked="" type="checkbox"/>		<input type="checkbox"/>		<input checked="" type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
Total		\$0.00	\$0.00	<input type="checkbox"/>	<input type="checkbox"/>	224.00	\$122.08	\$0.00	<input type="checkbox"/>	\$0.00	<input type="checkbox"/>	\$0.00	<input type="checkbox"/>	\$0.00

TRAVEL ADVANCE REQUEST, IF NEEDED	
SECTION C	Is travel advance needed? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, complete ATR-403 Travel Advance Request form using Totals from above.
	Total for Meals \$0.00 Total for Lodging \$0.00 Total Parking, Tolls, or Taxi \$0.00
	TOTAL EXPENSES: \$ 0.00 80%= Maximum Advance Amount \$ 0.00

*Attach a hard copy of the GSA per Diem rate to this request, found at http://www.gsa.gov/Portal/gsa/ep/contentView.do?contentId=17943&contentType=GSA_BASIC.

Traveler's Name SID MILLER	Return Date 04/16/2019	Amount \$122.08
----------------------------	------------------------	-----------------

SECTION D	1 APPROVALS		
	Requesting Employee		Date (mm/dd/yy)
			4/11/19
	AC/RD	<input type="checkbox"/> Approved <input type="checkbox"/> Not approved <input type="checkbox"/> Revise	
	Travel Accountant	<input type="checkbox"/> Filed	
	1 SIGNATURE OF SUPERVISOR		
Supervisor Signature	Supervisor Printed Name	Date (mm/dd/yyyy)	
	TIM KLEINSCHMIDT	4-15-19	
Reason(s) for disapproval			
Assistant Commissioner/Regional Director		Date (mm/dd/yyyy)	
<input type="checkbox"/> Concur <input type="checkbox"/> Do not concur			

1 CHECKLIST TO BE COMPLETED BY REQUESTING EMPLOYEE
Please use this checklist to ensure you are sending all of the necessary information and documents.
<input type="checkbox"/> ATR-400 Travel Request for In-State form
<input type="checkbox"/> ATR-403 Travel Advance Request form (if applicable)

NATIONAL TRAVEL

National Travel Systems, LP
 4314 S Loop 289 Ste 300
 Lubbock, TX, 79413
 Fax: +1 (806) 794-6893
 accounting@nationaltravelsystems.com

Tx Dept Of Agriculture

Sale Invoice No: 431622
 Date Issued: 4/1/2019
 Agent: Binke Jenkins

Traveler	Type	Ticket/Conf No	Department	Depart Date	Return Date	Remarks	Total Fare
From	To	Airline/Vendor	Flight	A/L	Depart	Arrive	
Miller/Sidney Carroll	Dom. Air	1643876476	Southwest Airlines Inc.		4/16/2019		317.97
DAL Dallas	LBB Lubbock	4	WN	4/16/2019	8:35 AM	4/16/2019 9:50 AM	
LBB Lubbock	DAL Dallas	2099	WN	4/16/2019	8:10 PM	4/16/2019 9:20 PM	
Miller/Sidney Carroll	Service Fee	0764888654	Arc Services Fees		4/16/2019		11.79
Payments Applied To This Invoice							
	Received		4/1/2019		Pymt For Inv #431622		-317.97
	Received		4/1/2019		Pymt For Inv #431622		-11.79
							-329.76
Invoice Total							329.76
Payment Total							-329.76
Balance Due							0.00



National Travel Systems, LP
4314 S Loop 289
Ste 300
Lubbock, TX 79413

If email attachments are not compatible with your company calendar configuration, click on the links below to add to your calendar.

For a single calendar entry click [here](#)

Travel Itinerary

Agency Booking Confirmation Number: PJJRWP

Passenger Names

MILLER/SIDNEY CARROLL

Please verify that everything is correct on this itinerary. If there are any mistakes you must advise National Travel Systems within 24 hours. We will not be held responsible for any change fees or additional charges to correct any mistakes that are not reported within 24 hours of the ticket being issued.

All ticketed flights must be cancelled prior to departure. Failure to do so could result in the cancellation of the entire itinerary and loss of the ticket value.

Please reconfirm your flights 24 hours prior to departure

Southwest Airlines - Flight Number 0004		Confirmation: UBZZSG
Departure: Tue, 04/16/2019 8:35 AM Departure City: Dallas-Love Field, TX (DAL) Departing Terminal: TERMINAL 1 Status: Confirmed	Arrival: Tue, 04/16/2019 9:50 AM Arrival City: Lubbock, TX (LBB) Arrival Terminal: Class of Service: T - Economy	Equipment: 73W Travel Time: 1 hour(s) 15 minute(s) Add flight to Calendar Baggage Info Weather <input type="button" value="CHECK IN NOW"/>
Seat Assignments:		
Enterprise Car Rental		Confirmation: 1286033408COUNT-
Pick-up Date: Tue, 04/16/2019 9:50 AM Pick-up City: Lubbock, TX Car Type: Premium Truck Extra Day Rate: 60.00 USD Membership Number: [REDACTED] Status: Confirmed	Drop-off Date: Tue, 04/16/2019 8:10 PM Cost: 60.00 USD (Total) Extra Hour Rate: 20.00 USD	Approximate Total: 81.00 USD Mile Rate Amount: 0.00 USD Extra Hour and Mile Rate: 0.00 USD Add car to Calendar
Southwest Airlines - Flight Number 2099		Confirmation: UBZZSG
Departure: Tue, 04/16/2019 8:10 PM Departure City: Lubbock, TX (LBB) Departing Terminal: Status: Confirmed	Arrival: Tue, 04/16/2019 9:20 PM Arrival City: Dallas-Love Field, TX (DAL) Arrival Terminal: TERMINAL 1 Class of Service: T - Economy	Equipment: 73W Travel Time: 1 hour(s) 10 minute(s) Add flight to Calendar Baggage Info Weather <input type="button" value="CHECK IN NOW"/>
Seat Assignments:		
Invoice Detail		
Name: MILLER/SIDNEY CARROLL Southwest Airlines Ticket: 5262459062687 Issue Date: 04/2/2019 Amount: \$317.97 Invoice Number: 0431705 Professional Fee: 8900764960608 Issue Date: 04/2/2019 Amount: \$3.00 Total Fare: USD \$320.97		
Your total has been charged to Mastercard ending In [REDACTED]		
Frequent Flyer Info		
Southwest Airlines [REDACTED]		

General Remarks

PLEASE VERIFY THE DATES, TIME AND LEGAL NAME
OF THE TRAVEL THAT HAS BEEN PREPARED FOR
YOU. IF THERE ARE ANY MISTAKES PLEASE
ADVISE WITHIN 24 HOURS. NATIONAL TRAVEL WILL
NOT BE HELD RESPONSIBLE FOR ANY CHANGE FEES
OR ADDITIONAL CHARGES TO CORRECT ANY MISTAKES,
THAT ARE NOT REPORTED WITHIN 24 HOURS OF TICKET
BEING ISSUED
FARES ARE SUBJECT TO CHANGE UNTIL TICKETED

ANY ERROR WITH THIS ITINERARY OR NAMES
MUST BE BROUGHT TO OUR ATTENTION BY THE
CLOSE OF BUSINESS, THE DAY TICKETS ARE
PURCHASED OR WE WILL NOT BE LIABLE FOR
MISTAKES

PLEASE RE-CONFIRM FLIGHTS 24 HOURS IN ADVANCE
AS SCHEDULE CHANGES MAY HAVE OCCURRED.

FOR EMERGENCY SERVICE BETWEEN 500PM AND 800AM
PLEASE CALL 800-542-0452

PLEASE BE ADVISED THAT MOST MAJOR AIRLINE CARRIERS
HAVE INSTITUTED FEES ON CHECKED LUGGAGE INCLUDING
FIRST AND SECOND BAGS. PLEASE CONTACT YOUR AGENT
IMMEDIATELY TO VERIFY THE CHECKED LUGGAGE FEES
THAT MAY APPLY TO THIS ITINERARY.
THANK YOU FOR CHOOSING NATIONAL TRAVEL SYSTEMS.
INVOICE BILLED TO CC [REDACTED]
NONREFUNDABLE FARE IS 317.97
PLUS A SERVICE FEE OF 11.79
EXCEPTION CODE B



COMMISSIONER SID MILLER

Texas Department of Agriculture
Travel Request for
Out-of-State, International or Washington, D. C.

DOC No. PT 101
6, 102, 103, 105, 106, 107

ATR-401

SECTION A
1 EMPLOYEE INFORMATION
First Name: SID, Last Name: MILLER, Title: COMMISSIONER, Texas identification number: 70000047442PR1
2 PURPOSE OF TRAVEL
Other (please list) NASDA BOARD MTG
3 TRAVEL DATES AND TIME
Departure Date: 05/19/2019, Return Date: 05/21/2019
4 TRAVEL LOCALE
Out-of- State (actual expenses)
If travel is Out of State, are you traveling to Washington, D. C.? No
5 DESCRIBE SPECIFIC PURPOSE OF TRAVEL
Traveling via Commercial Airline to Chicago O'Hare to attend the NASDA Board Meeting.
Meals & Lodging \$540.00
Transportation \$0.00
Mileage \$0.00
Total Request \$540.00
PCA 10210 - Index, 29041 - PCA

http://www.oanda.com/convert/classic (Currency converter)

Traveler's Name SID MILLER Return Date 05/21/2019 Amount \$540.00

SECTION B												
1 TRAVEL EXPENSE ITEMIZATIONS FOR OUT OF STATE (INCLUDING MEXICO AND CANADA) OR WASHINGTON, D. C.												
Locations OUT-of-STATE		PER DIEM (7116)			TRANSPORTATION (BTA - Bill to Agency)							
Departure City	Destination City	Estimated Meal Expense Days X GSA Rate* or Actual	Estimated Lodging Expense Days X GSA Rate* or Actual	Direct Billed Hotel	State Vehicle	Estimated Mileage Expense (7102) (Miles X0.580=Cost)		Commercial Airline Enter 'BTA' or Amount (7111)		Rental Vehicle Enter 'BTA' or Amount (7111)		Parking, Tolls, (7115) or Taxi (7111)
						Miles	Cost		BTA		BTA	
AUSTIN	CHICAGO, IL	\$ 27.50	\$ 219.00	<input type="checkbox"/>	<input type="checkbox"/>		\$ 0.00		<input checked="" type="checkbox"/>		<input type="checkbox"/>	
CHICAGO	CHICAGO	\$ 47.00	\$ 219.00	<input type="checkbox"/>	<input type="checkbox"/>		\$ 0.00		<input checked="" type="checkbox"/>		<input type="checkbox"/>	
CHICAGO	AUSTIN	\$ 27.50	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$ 0.00		<input checked="" type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$ 0.00		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$ 0.00		<input type="checkbox"/>		<input type="checkbox"/>	
Total		\$ 102.00	\$ 438.00	<input type="checkbox"/>	<input type="checkbox"/>	0.00	\$ 0.00	\$ 0.00	<input type="checkbox"/>	\$ 0.00	<input type="checkbox"/>	\$ 0.00

SECTION C												
1 TRAVEL EXPENSE ITEMIZATIONS FOR INTERNATIONAL (7121)												
Locations OUT-of-STATE		PER DIEM			TRANSPORTATION (BTA - Bill to Agency)							
Departure City	Destination City	Estimated Meal Expense Days X US Dept of State International Rate**	Estimated Lodging Expense Days X US Dept of State International Rate**	Direct Billed Hotel	State Vehicle	Estimated Mileage Expense (7102) (Miles X0.580=Cost)		Commercial Airline Enter 'BTA' or Amount		Rental Vehicle Enter 'BTA' or Amount		Parking, Tolls, (7115) or Taxi (7111)
						Miles	Cost		BTA		BTA	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$ 0.00		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$ 0.00		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$ 0.00		<input type="checkbox"/>		<input type="checkbox"/>	
Total		\$ 0.00	\$ 0.00	<input type="checkbox"/>	<input type="checkbox"/>	0.00	\$ 0.00	\$ 0.00	<input type="checkbox"/>	\$ 0.00	<input type="checkbox"/>	\$ 0.00

SECTION D											
1 TRAVEL ADVANCE REQUEST, IF NEEDED											
Is travel advance needed? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, complete form ATR-403 Travel Advance Request form using Totals from above.											
Total for Meals \$ 102.00 Total for Lodging \$ 438.00 Total Parking, Tolls, or Taxi \$ 0.00											
TOTAL EXPENSES: \$ 540.00 80%= Maximum Advance Amount \$ 432.00											

*Attach a hard copy of the GSA per Diem rate to this request, found at http://www.gsa.gov/Portal/gsa/ep/contentView.do?contentId=17943&contentType=GSA_BASIC.

**Attach a hard copy of the US Department of State International Rate to this request, found at http://aoprals.state.gov/web920/per_diem_action.asp?MenuHide=1&CountryCode=1114.

Traveler's Name SID MILLER	Return Date 05/21/2019	Amount \$540.00
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SECTION E	1 APPROVALS			
	Requesting Employee			Date (mm/dd/yyyy)
	Budget Analyst <i>[Signature]</i>			<i>4/26/19</i>
	Deputy Commissioner (for international, D.C., and for Exec or Senior Staff)		<input checked="" type="checkbox"/> Approved <input type="checkbox"/> Not approved <input type="checkbox"/> Revise	<i>6/5/19</i>
	Travel Accountant		<input type="checkbox"/> Reviewed	
	Encumbrance Accountant		<input type="checkbox"/> Encumbered	
	Travel Accountant		<input type="checkbox"/> File	
	Reason for disapproval (please initialize)			
	1 SIGNATURE OF SUPERVISOR			
	Supervisor Signature <i>[Signature]</i>		Supervisor Printed Name	Date (mm/dd/yyyy)
Reason(s) for disapproval		<input checked="" type="checkbox"/> Approved <input type="checkbox"/> Disapproved <input type="checkbox"/> Revise	<i>5/16/19</i>	
Assistant Commissioner/Regional Director		<input type="checkbox"/> Concur <input type="checkbox"/> Do not concur	Date (mm/dd/yyyy)	

SECTION F	1 CHECKLIST TO BE COMPLETED BY REQUESTING EMPLOYEE	
	<input type="checkbox"/> ATR-401 Travel Request for Out-of-State, International or Washington, D. C. form	
	<input type="checkbox"/> Actual Expenses Approval	
	<input type="checkbox"/> ATR-402 OSFR Report of State Agency Travel to Washington, D. C.	
	<input type="checkbox"/> ATR-403 Travel Advance Request form (only if travel advance needed)	

NATIONAL TRAVEL

National Travel Systems, LP
 4314 S Loop 289 Ste 300
 Lubbock, TX. 79413
 Fax: +1 (806) 794-6893
 accounting@nationaltravelsystems.com

Tx Dept Of Agriculture

Sale Invoice No: 669857
 Date Issued: 4/26/2019
 Agent: Susan Henshaw

Traveler	Type	Ticket/Conf No	Department	Depart Date	Return Date	Remarks	Total Fare
From	To	Flight	A/L	Depart	Arrive		
Miller/Sidney Carroll	Service Fee	0752242909	Arc Services Fees	4/26/2019			11.79 ✓
Miller/Sidney Carroll	Dom. Air	7295376369	American Airlines Inc	5/19/2019	5/21/2019		509.60 ✓
AUS Austin	ORD Chicago	2327	AA	5/19/2019 8:03 AM	5/19/2019 10:51 AM		
ORD Chicago	AUS Austin	1304	AA	5/21/2019 3:05 PM	5/21/2019 5:49 PM		

Payments Applied To This Invoice				
[REDACTED]	Received	4/26/2019	Pymt For Inv #669857	-11.79
[REDACTED]	Received	4/26/2019	Pymt For Inv #669857	-509.60
				-521.39

Invoice Total 521.39
Payment Total -521.39
Balance Due 0.00

101 + 102



COMMISSIONER SID MILLER

Texas Department of Agriculture
Travel Request for In-State

82,89

ATR-400

Form with sections: 1 EMPLOYEE INFORMATION, 2 PURPOSE OF TRAVEL, 3 TRAVEL DATES AND TIME, 4 TRAVEL LOCALE, 5 DESCRIBE SPECIFIC PURPOSE OF TRAVEL. Includes fields for name, title, dates, times, and a cost breakdown table.

SECTION A

78,85

Traveler's Name **SID MILLER** Return Date **07/22/2019** Amount **\$0.00**

1 TRAVEL EXPENSE ITEMIZATIONS														
LOCATIONS IN-STATE		PER DIEM (7106)			TRANSPORTATION									
Departure City	Destination City	Estimated Meal Expense Days X GSA Rate* or Actual	Estimated Lodging Expense Days X GSA Rate* or Actual	Direct Billed Hotel	State Vehicle	Estimated Mileage Expense (7102) (Miles X 0.545=Cost)		Commercial Airline (7101)		Aircraft Pooling Board (7445)		Rental Vehicle (7101)		Parking, Tolls, (7105) or Taxi (7101)
						Miles	Cost		BTA		BTA		BTA	
DALLAS	Houston	\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input checked="" type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
HOUSTON	DALLAS	\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input checked="" type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
Total		\$0.00	\$0.00	<input type="checkbox"/>	<input type="checkbox"/>	0.00	\$0.00	\$0.00	<input type="checkbox"/>	\$0.00	<input type="checkbox"/>	\$0.00	<input type="checkbox"/>	\$0.00

SECTION C		1 TRAVEL ADVANCE REQUEST, IF NEEDED	
Is travel advance needed?			
<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	If yes, complete ATR-403 Travel Advance Request form using Totals from above.	
Total for Meals \$0.00 Total for Lodging \$0.00 Total Parking, Tolls, or Taxi \$0.00			
TOTAL EXPENSES: \$ 0.00 80%= Maximum Advance Amount \$ 0.00			

*Attach a hard copy of the GSA per Diem rate to this request, found at http://www.gsa.gov/Portal/gsa/ep/contentView.do?contentId=17943&contentType=GSA_BASIC.

Traveler's Name SID MILLER	Return Date 07/22/2019	Amount \$0.00
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SECTION D	1 APPROVALS		
	Requesting Employee <i>[Signature]</i>		Date (mm/dd/yy) 07/22/19
	AC/RD	<input type="checkbox"/> Approved <input type="checkbox"/> Not approved <input type="checkbox"/> Revise	
	Travel Accountant	<input type="checkbox"/> Filed	
	1 SIGNATURE OF SUPERVISOR		
	Supervisor Signature <i>[Signature]</i>	Supervisor Printed Name <i>[Signature]</i>	Date (mm/dd/yyyy) 07/22/19
Reason(s) for disapproval			
Assistant Commissioner/Regional Director	<input type="checkbox"/> Concur <input type="checkbox"/> Do not concur	Date (mm/dd/yyyy)	

SECTION E	1 CHECKLIST TO BE COMPLETED BY REQUESTING EMPLOYEE
	Please use this checklist to ensure you are sending all of the necessary information and documents. <input type="checkbox"/> ATR-400 Travel Request for In-State form <input type="checkbox"/> ATR-403 Travel Advance Request form (if applicable)

Parsons

4/11/2021

[Handwritten signature]

NATIONAL TRAVEL

National Travel Systems, LP
 4314 S Loop 289 Ste 300
 Lubbock, TX. 79413
 Fax: +1 (806) 794-6893
 accounting@nationaltravelsystems.com

Tx Dept Of Agriculture

Sale Invoice No: 437042
 Date Issued: 7/16/2019
 Agent: Soren Palmquist

Traveler	Type	Ticket/Conf No	Department	Depart Date	Return Date	Remarks	Total Fare
From	To	Airline/Vendor	Flight	A/L	Depart	Arrive	
Miller/Sidney Carroll	Dom. Air	8290767196	Southwest Airlines Inc.		7/22/2019		464.60
DAL Dallas	HOU Houston		31	WN	7/22/2019 2:00 PM	7/22/2019 3:15 PM	
HOU Houston	DAL Dallas		60	WN	7/22/2019 9:00 PM	7/22/2019 10:10 PM	
Miller/Sidney Carroll	Service Fee	0770185051	Arc Services Fees		7/22/2019		11.79
	o This Invoice						
	Received		7/16/2019		Pymt For Inv #437042		-464.60
	Received		7/16/2019		Pymt For Inv #437042		-11.79
							-476.39
Invoice Total							476.39
Payment Total							-476.39
Balance Due							0.00



COMMISSIONER SID MILLER

Texas Department of Agriculture
Travel Request for
Out-of-State, International or Washington, D. C.

DOC No. PT _____

ATR-401

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Form with sections: 1 EMPLOYEE INFORMATION, 2 PURPOSE OF TRAVEL, 3 TRAVEL DATES AND TIME, 4 TRAVEL LOCALE, 5 DESCRIBE SPECIFIC PURPOSE OF TRAVEL. Includes fields for name, title, dates, times, and expenses.

http://www.oanda.com/convert/classic (Currency converter)

Handwritten note: 778 Commissioner decided to drive to Dallas and fly from there instead of flying out of Austin. RB So there will be a charge to change the flight. Changes fee.

Financial Services

January 1, 2019

AMERICAN OVERSIGHT

Traveler's Name **SID MILLER** Return Date **09/12/2019** Amount **\$673.50**

SECTION B												
1 TRAVEL EXPENSE ITEMIZATIONS FOR OUT OF STATE (INCLUDING MEXICO AND CANADA) OR WASHINGTON, D. C.												
Locations OUT-of-STATE		PER DIEM (7116)			TRANSPORTATION (BTA - Bill to Agency)							
Departure City	Destination City	Estimated Meal Expense Days X GSA Rate* or Actual	Estimated Lodging Expense Days X GSA Rate* or Actual	Direct Billed Hotel	State Vehicle	Estimated Mileage Expense (7102) (Miles X 0.580=Cost)		Commercial Airline Enter 'BTA' or Amount (7111)		Rental Vehicle Enter 'BTA' or Amount (7111)		Parking, Tolls, (7115) or Taxi (7111)
						Miles	Cost		BTA		BTA	
AUSTIN	ALBUQUE RQUE	\$ 247.50	\$ 376.00	<input type="checkbox"/>	<input type="checkbox"/>		\$ 0.00		<input checked="" type="checkbox"/>		<input type="checkbox"/>	50.00
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$ 0.00		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$ 0.00		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$ 0.00		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$ 0.00		<input type="checkbox"/>		<input type="checkbox"/>	
Total		\$ 247.50	\$ 376.00	<input type="checkbox"/>	<input type="checkbox"/>	0.00	\$ 0.00	\$ 0.00	<input type="checkbox"/>	\$ 0.00	<input type="checkbox"/>	\$ 50.00

SECTION C												
1 TRAVEL EXPENSE ITEMIZATIONS FOR INTERNATIONAL (7121)												
Locations OUT-of-STATE		PER DIEM			TRANSPORTATION (BTA - Bill to Agency)							
Departure City	Destination City	Estimated Meal Expense Days X US Dept of State International Rate**	Estimated Lodging Expense Days X US Dept of State International Rate**	Direct Billed Hotel	State Vehicle	Estimated Mileage Expense (7102) (Miles X 0.580=Cost)		Commercial Airline Enter 'BTA' or Amount		Rental Vehicle Enter 'BTA' or Amount		Parking, Tolls, (7115) or Taxi (7111)
						Miles	Cost		BTA		BTA	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$ 0.00		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$ 0.00		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$ 0.00		<input type="checkbox"/>		<input type="checkbox"/>	
Total		\$ 0.00	\$ 0.00	<input type="checkbox"/>	<input type="checkbox"/>	0.00	\$ 0.00	\$ 0.00	<input type="checkbox"/>	\$ 0.00	<input type="checkbox"/>	\$ 0.00

SECTION D											
1 TRAVEL ADVANCE REQUEST, IF NEEDED											
Is travel advance needed? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, complete form ATR-403 Travel Advance Request form using Totals from above.											
Total for Meals \$ 247.50 Total for Lodging \$ 376.00 Total Parking, Tolls, or Taxi \$ 50.00											
TOTAL EXPENSES: \$ 673.50 80%= Maximum Advance Amount \$ 538.80											

*Attach a hard copy of the GSA per Diem rate to this request, found at http://www.gsa.gov/Portal/gsa/ep/contentView.do?contentId=17943&contentType=GSA_BASIC.

**Attach a hard copy of the US Department of State International Rate to this request, found at http://aoprals.state.gov/web920/per_diem_action.asp?MenuHide=1&CountryCode=1114.

Traveler's Name SID MILLER	Return Date 09/12/2019	Amount \$673.50
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SECTION E	1 APPROVALS		
	Requesting Employee <i>San Miller by RB</i>		Date (mm/dd/yyyy) 8/16/19
	Budget Analyst <i>Scott P. Allen</i>	<input checked="" type="checkbox"/> Approved <input type="checkbox"/> Not approved <input type="checkbox"/> Revise	8/19/19
	Deputy Commissioner (for international, D.C., and for Exec or Senior Staff)	<input type="checkbox"/> Approved <input type="checkbox"/> Not approved <input type="checkbox"/> Revise	
	Travel Accountant	<input type="checkbox"/> Reviewed	
	Encumbrance Accountant	<input type="checkbox"/> Encumbered	
	Travel Accountant	<input type="checkbox"/> File	
Reason for disapproval (please initialize)			
1 SIGNATURE OF SUPERVISOR			
Supervisor Signature <i>Tina Kleinschmidt</i>	Supervisor Printed Name TINA KLEINSCHMIDT	<input checked="" type="checkbox"/> Approved <input type="checkbox"/> Disapproved <input type="checkbox"/> Revise	Date (mm/dd/yyyy) 8-19-19
Reason(s) for disapproval			
Assistant Commissioner/Regional Director	<input type="checkbox"/> Concur <input type="checkbox"/> Do not concur	Date (mm/dd/yyyy)	

SECTION F	1 CHECKLIST TO BE COMPLETED BY REQUESTING EMPLOYEE	
	<input type="checkbox"/> ATR-401 Travel Request for Out-of-State, International or Washington, D. C. form	
	<input type="checkbox"/> Actual Expenses Approval	
	<input type="checkbox"/> ATR-402 OSFR Report of State Agency Travel to Washington, D. C.	
	<input type="checkbox"/> ATR-403 Travel Advance Request form (only if travel advance needed)	

NATIONAL TRAVEL

National Travel Systems, LP
 4314 S Loop 289 Ste 300
 Lubbock, TX. 79413
 Fax: +1 (806) 794-6893
 accounting@nationaltravelsystems.com

Tx Dept Of Agriculture

Sale Invoice No: 673470
 Date Issued: 8/16/2019
 Agent: Binke Jenkins

Traveler Type	Ticket/Conf No	Department	Depart Date	Return Date	Remarks	Total Fare
From	To	Airline/Vendor	Flight A/L	Depart	Arrive	
Miller/Sidney Carroll	0780271767	Arc Services Fees	8/16/2019			11.79
Miller/Sidney Carroll	7405290530	American Airlines Inc	9/8/2019	9/12/2019		523.00
Dom. Air						
AUS Austin	DFW Dallas	1176	AA	9/8/2019 8:46 AM	9/8/2019 9:55 AM	
DFW Dallas	ABQ Albuquerque	189	AA	9/8/2019 10:50 AM	9/8/2019 11:48 AM	
ABQ Albuquerque	DFW Dallas	5981	AA	9/12/2019 6:26 PM	9/12/2019 9:10 PM	
DFW Dallas	AUS Austin	1205	AA	9/12/2019 10:39 PM	9/12/2019 11:40 PM	

Payments Applied To This Invoice					
[REDACTED]	Received	8/16/2019		Pynt For Inv #673470	-11.79
[REDACTED]	Received	8/16/2019		Pynt For Inv #673470	-523.00
					-534.79

Invoice Total	534.79
Payment Total	-534.79
Balance Due	0.00

NATIONAL TRAVEL

National Travel Systems, LP
 4314 S Loop 289 Ste 300
 Lubbock, TX. 79413
 Fax: +1 (806) 794-6893
 accounting@nationaltravelsystems.com

Tx Dept Of Agriculture

Sale Invoice No: 673517
 Date Issued: 8/19/2019
 Agent: Susan Henshaw

Traveler Type	Ticket/Conf No	Department	Depart Date	Return Date	Remarks	Total Fare
From	To	Airline/Vendor	Flight A/L	Depart	Arrive	
Miller/Sidney Carroll	7405290560	American Airlines Inc		9/8/2019	9/12/2019	49.60
Dom. Air	Exch: 7405290530					
DFW Dallas	ABQ Albuquerque	189	AA	9/8/2019 10:50 AM	9/8/2019 11:48 AM	
ABQ Albuquerque	DFW Dallas	5981	AA	9/12/2019 6:26 PM	9/12/2019 9:10 PM	

Payments Applied To This Invoice					
	Received	8/19/2019		Pymt For Inv #673517	-49.60

Invoice Total	49.60
Payment Total	-49.60
Balance Due	0.00

67,68

Joyce Felix

From: Joyce Felix
Sent: Tuesday, September 10, 2019 7:19 AM
To: Rebecca Bustamante
Subject: Flight Itinerary for 09/08/19 - 09/12/19 to AUS DFW ABQ DFW AUS - \$523 & \$11.79
Attachments: Miller, S 090819 091219.pdf

Importance: High

Even though you mention on the ATR that he drove to Dallas, the round trip ticket was still purchased and the bill has been received. Please send the abovementioned itinerary to TDA Travel and copy me by September 12, 2019, by 3:00 p.m. Also, if you used National Travel, the itinerary will be send by them on the 11th and his is usually included. But if you have it handy, please send it now. Thanks, jf

Joyce Felix

Texas Department of Agriculture
Accounts Payable
Office: 512-463-7960
Fax 800-380-1675

“TEXAS AGRICULTURE
Matters!”



11025

7

Texas Department of Agriculture
Travel Request for
Out-of-State, International or Washington, D. C.

DOC No. PT _____

ATR-401

COMMISSIONER SID MILLER

SECTION A	1 EMPLOYEE INFORMATION				
	First Name SID	M. I.	Last Name MILLER	Title COMMISSIONER	Texas identification number 70000047442PR1
	2 PURPOSE OF TRAVEL				
	<input type="checkbox"/> Conference <input type="checkbox"/> Training <input type="checkbox"/> Agency Outreach <input checked="" type="checkbox"/> Other (please list) ANNUAL MEETING				
	3 TRAVEL DATES AND TIME				
	Departure Date (mm/dd/yy) 09/08/2019	Departure Time 06:00 <input checked="" type="checkbox"/> a.m. <input type="checkbox"/> p.m.	Return Date 09/12/2019	Return Time 03:00 <input type="checkbox"/> a.m. <input checked="" type="checkbox"/> p.m.	AY of travel dates 20
	4 TRAVEL LOCALE				
	<input type="checkbox"/> Out-of-State (not to exceed maximum amount) <input type="checkbox"/> Out-of- State (actual expenses) <input type="checkbox"/> International				
	If travel is Out of State, are you traveling to Washington, D. C.? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, complete form ATR-402 Office of State-Federal Relations Report of State Agency Travel to Washington, D.C.				
	5 DESCRIBE SPECIFIC PURPOSE OF TRAVEL				
<u>Attending the NASDA Annual meeting in Albuquerque, New Mexico on September 8 - 12, 2019.</u>			Meals & Lodging \$623.50 Transportation \$50.00 Mileage \$0.00 Total Request \$673.50	PCA 29041 Index 10210	

<http://www.oanda.com/convert/classic> (Currency converter)

778 Commissioner decided to drive to Dallas and fly from there instead of flying out of Austin. RB
So there will be a charge to change the flight. Change fee. —

January 1, 2019

AMERICAN OVERSIGHT

TX-TDA-21-0913-A-000046

Traveler's Name SID MILLER	Return Date 09/11/2019	Amount \$673.50
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1 TRAVEL EXPENSE ITEMIZATIONS FOR OUT OF STATE (INCLUDING MEXICO AND CANADA) OR WASHINGTON, D. C.													
Locations OUT-of-STATE		PER DIEM (7116)			TRANSPORTATION (BTA - Bill to Agency)								
SECTION B	Departure City	Destination City	Estimated Meal Expense	Estimated Lodging Expense	Direct Billed Hotel	State Vehicle	Estimated Mileage Expense (7102)		Commercial Airline Enter 'BTA' or Amount (7111)		Rental Vehicle Enter 'BTA' or Amount (7111)		Parking, Tolls, (7115) or Taxi (7111)
			Days X GSA Rate* or Actual	Days X GSA Rate* or Actual			Miles	Cost		BTA		BTA	
	AUSTIN	ALBUQUE RQUE	\$ 247.50	\$ 376.00	<input type="checkbox"/>	<input type="checkbox"/>		\$ 0.00		<input checked="" type="checkbox"/>	<input type="checkbox"/>		50.00
			\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$ 0.00		<input type="checkbox"/>	<input type="checkbox"/>		
			\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$ 0.00		<input type="checkbox"/>	<input type="checkbox"/>		
			\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$ 0.00		<input type="checkbox"/>	<input type="checkbox"/>		
			\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$ 0.00		<input type="checkbox"/>	<input type="checkbox"/>		
	Total		\$ 247.50	\$ 376.00	<input type="checkbox"/>	<input type="checkbox"/>	0.00	\$ 0.00	\$ 0.00	<input type="checkbox"/>	\$ 0.00	<input type="checkbox"/>	\$ 50.00

1 TRAVEL EXPENSE ITEMIZATIONS FOR INTERNATIONAL (7121)													
Locations OUT-of-STATE		PER DIEM			TRANSPORTATION (BTA - Bill to Agency)								
SECTION C	Departure City	Destination City	Estimated Meal Expense	Estimated Lodging Expense	Direct Billed Hotel	State Vehicle	Estimated Mileage Expense (7102)		Commercial Airline Enter 'BTA' or Amount		Rental Vehicle Enter 'BTA' or Amount		Parking, Tolls, (7115) or Taxi (7111)
			Days X US Dept of State International Rate**	Days X US Dept of State International Rate**			Miles	Cost		BTA		BTA	
			\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$ 0.00		<input type="checkbox"/>	<input type="checkbox"/>		
			\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$ 0.00		<input type="checkbox"/>	<input type="checkbox"/>		
			\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$ 0.00		<input type="checkbox"/>	<input type="checkbox"/>		
	Total		\$ 0.00	\$ 0.00	<input type="checkbox"/>	<input type="checkbox"/>	0.00	\$ 0.00	\$ 0.00	<input type="checkbox"/>	\$ 0.00	<input type="checkbox"/>	\$ 0.00

SECTION D	1 TRAVEL ADVANCE REQUEST, IF NEEDED	
	Is travel advance needed?	
	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, complete form ATR-403 Travel Advance Request form using Totals from above.	
	Total for Meals \$ 247.50 Total for Lodging \$ 376.00 Total Parking, Tolls, or Taxi \$ 50.00	
	TOTAL EXPENSES: \$ 673.50 80%= Maximum Advance Amount \$ 538.80	

*Attach a hard copy of the GSA per Diem rate to this request, found at http://www.gsa.gov/Portal/gsa/ep/contentView.do?contentId=17943&contentType=GSA_BASIC.
 **Attach a hard copy of the US Department of State International Rate to this request, found at http://aoprals.state.gov/web920/per_diem_action.asp?MenuHide=1&CountryCode=1114.



Traveler's Name SID	MILLER	Return Date 09/12/2019	Amount \$673.50
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SECTION E	1 APPROVALS		
	Requesting Employee	Date (mm/dd/yyyy)	
	Budget Analyst	Date (mm/dd/yyyy)	
	Deputy Commissioner (for international, D.C., and for Exec or Senior Staff)	Date (mm/dd/yyyy)	
	Travel Accountant	Date (mm/dd/yyyy)	
	Encumbrance Accountant	Date (mm/dd/yyyy)	
	Travel Accountant	Date (mm/dd/yyyy)	
	Reason for disapproval (please initialize)		
	1 SIGNATURE OF SUPERVISOR		
	Supervisor Signature	Supervisor Printed Name <	Date (mm/dd/yyyy)
Reason(s) for disapproval			
Assistant Commissioner/Regional Director	Date (mm/dd/yyyy)		

SECTION F	1 CHECKLIST TO BE COMPLETED BY REQUESTING EMPLOYEE		
	<input type="checkbox"/> ATR-401 Travel Request for Out-of-State, International or Washington, D. C. form		
	<input type="checkbox"/> Actual Expenses Approval		
	<input type="checkbox"/> ATR-402 OSFR Report of State Agency Travel to Washington, D. C.		
	<input type="checkbox"/> ATR-403 Travel Advance Request form (only if travel advance needed)		

NATIONAL TRAVEL

National Travel Systems, LP
 4314 S Loop 289 Ste 300
 Lubbock, TX. 79413
 Fax: +1 (806) 794-6893
 accounting@nationaltravelsystems.com

Tx Dept Of Agriculture

Sale Invoice No: 674147
 Date Issued: 9/5/2019
 Agent: Binke Jenkins

Traveler Type	Ticket/Conf No	Department	Depart Date	Return Date	Remarks	Total Fare
From	To	Airline/Vendor	Flight A/L	Depart	Arrive	
Miller/Sidney Carroll	0780977694	Arc Services Fees	9/5/2019			11.79
Service Fee						
Payments Applied To This Invoice						
	Received	9/5/2019	Pymt For Inv #674147			-11.79

Invoice Total 11.79
Payment Total -11.79
Balance Due 0.00

*10210
 240711*

Lines 1 and 19 are duplicate. (26000,29)

Duplicate information within the voucher line has been detected based on the duplicate invoice settings. Clicking on the OK button will continue with the save. You will not see this error message again, unless additional duplicates exist.

OK

Lines 8 and 18 are duplicate. (26000,29)

Duplicate information within the voucher line has been detected based on the duplicate invoice settings. Clicking on the OK button will continue with the save. You will not see this error message again, unless additional duplicates exist.

Lines 9 and 25 are duplicate. (26000,29)

Duplicate information within the voucher line has been detected based on the duplicate invoice settings. Clicking on the OK button will continue with the save. You will not see this error message again, unless additional duplicates exist.

The Service Date is outside of the project's start/end dates. (21000,36)

In order for the Service Date to be valid it needs to be between the project's start and end dates.

Lines 1 and 19 are duplicate. (26000,29)

Duplicate information within the voucher line has been detected based on the duplicate invoice settings. Clicking on the OK button will continue with the save. You will not see this error message again, unless additional duplicates exist.

OK

Lines 8 and 18 are duplicate. (26000,29)

Duplicate information within the voucher line has been detected based on the duplicate invoice settings. Clicking on the OK button will continue with the save. You will not see this error message again, unless additional duplicates exist.

Lines 9 and 25 are duplicate. (26000,29)

Duplicate information within the voucher line has been detected based on the duplicate invoice settings. Clicking on the OK button will continue with the save. You will not see this error message again, unless additional duplicates exist.

The Service Date is outside of the project's start/end dates. (21000,36)

In order for the Service Date to be valid it needs to be between the project's start and end dates.



COMMISSIONER SID MILLER

Texas Department of Agriculture
Travel Request for
Out-of-State, International or Washington, D. C.

DOC No. PT

ATR-401

121

Form with sections: 1 EMPLOYEE INFORMATION, 2 PURPOSE OF TRAVEL, 3 TRAVEL DATES AND TIME, 4 TRAVEL LOCALE, 5 DESCRIBE SPECIFIC PURPOSE OF TRAVEL. Includes fields for name, title, dates, and expenses.

http://www.oanda.com/convert/classic (Currency converter)

Scanned and emailed to TDA Travel.

Commissioner decided to drive to Dallas and fly from there instead of flying out of Austin. So there will be a charge to change the flight. Change fee.

AMERICAN OVERSIGHT

January 1, 2019

TX-TDA-21-0913-A-000052

Traveler's Name SID MILLER	Return Date 09/12/2019	Amount \$673.50
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1 TRAVEL EXPENSE ITEMIZATIONS FOR OUT OF STATE (INCLUDING MEXICO AND CANADA) OR WASHINGTON, D. C.													
Locations OUT-of-STATE		PER DIEM (7116)			TRANSPORTATION (BTA – Bill to Agency)								
SECTION B	Departure City	Destination City	Estimated Meal Expense	Estimated Lodging Expense	Direct Billed Hotel	State Vehicle	Estimated Mileage Expense (7102) (Miles X0.580=Cost)		Commercial Airline Enter 'BTA' or Amount (7111)		Rental Vehicle Enter 'BTA' or Amount (7111)		Parking, Tolls, (7115) or Taxi (7111)
			Days X GSA Rate* or Actual	Days X GSA Rate* or Actual			Miles	Cost		BTA		BTA	
	AUSTIN	ALBUQUE RQUE	\$ 247.50	\$ 376.00	<input type="checkbox"/>	<input type="checkbox"/>		\$ 0.00		<input checked="" type="checkbox"/>		<input type="checkbox"/>	50.00
			\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$ 0.00		<input type="checkbox"/>		<input type="checkbox"/>	
			\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$ 0.00		<input type="checkbox"/>		<input type="checkbox"/>	
			\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$ 0.00		<input type="checkbox"/>		<input type="checkbox"/>	
			\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$ 0.00		<input type="checkbox"/>		<input type="checkbox"/>	
Total			\$ 247.50	\$ 376.00	<input type="checkbox"/>	<input type="checkbox"/>	0.00	\$ 0.00	\$ 0.00	<input type="checkbox"/>	\$ 0.00	<input type="checkbox"/>	\$ 50.00

1 TRAVEL EXPENSE ITEMIZATIONS FOR INTERNATIONAL (7121)													
Locations OUT-of-STATE		PER DIEM			TRANSPORTATION (BTA – Bill to Agency)								
SECTION C	Departure City	Destination City	Estimated Meal Expense	Estimated Lodging Expense	Direct Billed Hotel	State Vehicle	Estimated Mileage Expense (7102) (Miles X0.580=Cost)		Commercial Airline Enter 'BTA' or Amount		Rental Vehicle Enter 'BTA' or Amount		Parking, Tolls, (7115) or Taxi (7111)
			Days X US Dept of State International Rate**	Days X US Dept of State International Rate**			Miles	Cost		BTA		BTA	
			\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$ 0.00		<input type="checkbox"/>		<input type="checkbox"/>	
			\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$ 0.00		<input type="checkbox"/>		<input type="checkbox"/>	
			\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$ 0.00		<input type="checkbox"/>		<input type="checkbox"/>	
Total			\$ 0.00	\$ 0.00	<input type="checkbox"/>	<input type="checkbox"/>	0.00	\$ 0.00	\$ 0.00	<input type="checkbox"/>	\$ 0.00	<input type="checkbox"/>	\$ 0.00

1 TRAVEL ADVANCE REQUEST, IF NEEDED											
SECTION D	Is travel advance needed?										
	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, complete form ATR-403 Travel Advance Request form using Totals from above.										
	Total for Meals \$ 247.50 Total for Lodging \$ 376.00 Total Parking, Tolls, or Taxi \$ 50.00 TOTAL EXPENSES: \$ 673.50 80%= Maximum Advance Amount \$ 538.80										

*Attach a hard copy of the GSA per Diem rate to this request, found at http://www.gsa.gov/Portal/gsa/ep/contentView.do?contentId=17943&contentType=GSA_BASIC.

**Attach a hard copy of the US Department of State International Rate to this request, found at http://aoprals.state.gov/web920/per_diem_action.asp?MenuHide=1&CountryCode=1114.



Traveler's Name SID MILLER Return Date 09/12/2019 Amount \$673.50

SECTION E	1 APPROVALS		
	Requesting Employee	Date (mm/dd/yyyy)	
	Budget Analyst	<input type="checkbox"/> Approved <input type="checkbox"/> Not approved <input type="checkbox"/> Revise	
	Deputy Commissioner (for international, D.C., and for Exec or Senior Staff)	<input type="checkbox"/> Approved <input type="checkbox"/> Not approved <input type="checkbox"/> Revise	
	Travel Accountant	<input type="checkbox"/> Reviewed	
	Encumbrance Accountant	<input type="checkbox"/> Encumbered	
	Travel Accountant	<input type="checkbox"/> File	
Reason for disapproval (please initialize)			
1 SIGNATURE OF SUPERVISOR			
Supervisor Signature	Supervisor Printed Name *	<input checked="" type="checkbox"/> Approved <input type="checkbox"/> Disapproved <input type="checkbox"/> Revise	Date (mm/dd/yyyy)
Reason(s) for disapproval			
Assistant Commissioner/Regional Director	<input type="checkbox"/> Concur <input type="checkbox"/> Do not concur		Date (mm/dd/yyyy)

SECTION F	1 CHECKLIST TO BE COMPLETED BY REQUESTING EMPLOYEE
	<input type="checkbox"/> ATR-401 Travel Request for Out-of-State, International or Washington, D. C. form
	<input type="checkbox"/> Actual Expenses Approval
	<input type="checkbox"/> ATR-402 OSFR Report of State Agency Travel to Washington, D. C.
	<input type="checkbox"/> ATR-403 Travel Advance Request form (only if travel advance needed)

121

Joyce Felix

From: Nancy Schilling <nschilling@nationaltravelsystems.com>
Sent: Thursday, October 17, 2019 8:39 AM
To: Joyce Felix
Subject: RE: Tx Dept of Agriculture - Monthly Travel Activity - 09/04/19-10/03/19
Attachments: 673517 Tx Dept Of Agriculture.PDF; 673518 Tx Dept Of Agriculture.PDF

Good Morning –

This was a charge for Miller/Sidney Carroll - your invoices are attached.

This charge was made in order to correct the earlier charges to an incorrect credit card.

Thank you,

Nancy B. Schilling | National Travel Systems, LP

Lubbock Office | 4314 S Loop 289 Ste 300 | Lubbock, TX 79413

nschilling@nationaltravelsystems.com | www.nationaltravelsystems.com



From: Joyce Felix [mailto:Joyce.Felix@TexasAgriculture.gov]
Sent: Thursday, October 17, 2019 7:50 AM
To: Nancy Schilling <nschilling@nationaltravelsystems.com>
Subject: RE: Tx Dept of Agriculture - Monthly Travel Activity - 09/04/19-10/03/19
Importance: High

It looks like some information was left off the spreadsheet. Please send me the staff name that should be on the pasted info below. Also, include any other information that is missing. Thanks, jf

09/26/2019	09/26/2019	55436879269642693535916	NATIONAL T	806-7944694	TX
			673517673		
			Local Tax Amount:0 National Sales Tax Amount:0 Other Tax:0 Freight Amount:0 Duty Amount:0 Supplier ZIP Code:79413-5941 Supplier State/Province:TX		

Joyce Felix

Texas Department of Agriculture
Accounts Payable
Office: 512-463-7960

Fax 800-380-1675

“TEXAS AGRICULTURE
Matters!”

From: Debra Ramirez <Debra.Ramirez@TexasAgriculture.gov>
Sent: Thursday, October 10, 2019 6:56 AM
To: Joyce Felix <Joyce.Felix@TexasAgriculture.gov>
Subject: FW: Tx Dept of Agriculture - Monthly Travel Activity - 09/04/19-10/03/19

From: Nancy Schilling <nschilling@nationaltravelsystems.com>
Sent: Wednesday, October 9, 2019 5:34 PM
To: Debra Ramirez <Debra.Ramirez@TexasAgriculture.gov>
Cc: Accounting <Accounting@nationaltravelsystems.com>
Subject: Tx Dept of Agriculture - Monthly Travel Activity - 09/04/19-10/03/19

WARNING: This email originated from outside of the Texas Department of Agriculture email system. DO NOT click links or open attachments unless you expect them from the sender and know the content is safe.

Good Afternoon –

Please find attached travel activity issued in the prior month.

Thank you,

Nancy B. Schilling | CFO | National Travel Systems, LP

Lubbock Office | 4314 S Loop 289 Ste 300 | Lubbock, TX 79413

nschilling@nationaltravelsystems.com | www.nationaltravelsystems.com

NATIONAL TRAVEL

121

NATIONAL TRAVEL

National Travel Systems, LP
4314 S Loop 289 Ste 300
Lubbock, TX. 79413
Fax: +1 (806) 794-6893
accounting@nationaltravelsystems.com

Tx Dept Of Agriculture

Sale Invoice No: 673517
Date Issued: 8/19/2019
Agent: Susan Henshaw

Traveler	Ticket/Conf No	Department	Depart Date	Return Date	Remarks	Total Fare	
Type	From	To	Airline/Vendor	Flight	A/L	Depart	Arrive
Miller/Sidney Carroll	7405290560	American Airlines Inc	9/8/2019	9/12/2019		49.60	
Dom. Air	Exch: 7405290530						
	DFW Dallas	ABQ Albuquerque	189	AA	9/8/2019 10:50 AM		9/8/2019 11:48 AM
	ABQ Albuquerque	DFW Dallas	5981	AA	9/12/2019 6:26 PM		9/12/2019 9:10 PM

[Redacted]	To This Invoice					
	Received	8/19/2019		Pymt For Inv #673517		-49.60

Invoice Total 49.60
Payment Total -49.60
Balance Due 0.00

Charged to: MC [Redacted] - 09/25/19

NATIONAL TRAVEL

National Travel Systems, LP
 4314 S Loop 289 Ste 300
 Lubbock, TX. 79413
 Fax: +1 (806) 794-6893
 accounting@nationaltravelsystems.com

Tx Dept Of Agriculture

Sale Invoice No: 673518
 Date Issued: 8/19/2019
 Agent: Susan Henshaw

Traveler Type	Ticket/Conf No	Department	Depart Date	Return Date	Remarks	Total Fare
From	To	Airline/Vendor Flight	A/L Depart		Arrive	
Miller/Sidney Carroll	0780271807	Arc Services Fees	8/19/2019			5.00
Service Fee						
Payments Applied To This Invoice						
	Received		8/19/2019		Pymt For Inv #673518	-5.00

Invoice Total 5.00
Payment Total -5.00
Balance Due 0.00

Charged to: MC [REDACTED] - 09/25/19

Joyce Felix

From: Joyce Felix
Sent: Monday, October 21, 2019 1:42 PM
To: Rebecca Bustamante
Subject: RE: Enterprise - Midland - Sid Miller - Commissioner - October 3-4, 2019

Importance: High

Please send the ATR ASAP. Thanks, jf

Joyce Felix

Texas Department of Agriculture
Accounts Payable
Office: 512-463-7960
Fax 800-380-1675

“TEXAS AGRICULTURE
Matters!”

From: Joyce Felix
Sent: Friday, October 18, 2019 2:04 PM
To: Rebecca Bustamante <Rebecca.Bustamante@TexasAgriculture.gov>
Subject: Enterprise - Midland - Sid Miller - Commissioner - October 3-4, 2019
Importance: High

Rebecca, please send the Commissioner's ATR 400 for the travel mentioned above by Tuesday, October 22, 2019 @ 3:00 p.m. Also, they billed him at a rate of \$60/day. Please send the original reservation so I can see what was the quoted original rate. Thanks, jf

Joyce Felix

Texas Department of Agriculture
Accounts Payable
Office: 512-463-7960
Fax 800-380-1675

“TEXAS AGRICULTURE
Matters!”

121

Joyce Felix

From: Joyce Felix
Sent: Thursday, October 17, 2019 7:50 AM
To: Nancy Schilling
Subject: RE: Tx Dept of Agriculture - Monthly Travel Activity - 09/04/19-10/03/19

Importance: High

It looks like some information was left off the spreadsheet. Please send me the staff name that should be on the pasted info below. Also, include any other information that is missing. Thanks, jf

09/26/2019	09/26/2019	55436879269642693535916	NATIONAL T	806-7944694	TX	\$54.60	USD	\$
			673517673					
			Local Tax Amount:0 National Sales Tax Amount:0 Other Tax:0 Freight Amount:0 Duty Amount:0 Supplier ZIP Code:79413-5941 Supplier State/Province:TX					

Joyce Felix

Texas Department of Agriculture
Accounts Payable
Office: 512-463-7960
Fax 800-380-1675

“TEXAS AGRICULTURE
Matters!”

From: Debra Ramirez <Debra.Ramirez@TexasAgriculture.gov>
Sent: Thursday, October 10, 2019 6:56 AM
To: Joyce Felix <Joyce.Felix@TexasAgriculture.gov>
Subject: FW: Tx Dept of Agriculture - Monthly Travel Activity - 09/04/19-10/03/19

From: Nancy Schilling <nschilling@nationaltravelsystems.com>
Sent: Wednesday, October 9, 2019 5:34 PM
To: Debra Ramirez <Debra.Ramirez@TexasAgriculture.gov>
Cc: Accounting <Accounting@nationaltravelsystems.com>
Subject: Tx Dept of Agriculture - Monthly Travel Activity - 09/04/19-10/03/19

WARNING: This email originated from outside of the Texas Department of Agriculture email system. DO NOT click links or open attachments unless you expect them from the sender and know the content is safe.

Good Afternoon –

Please find attached travel activity issued in the prior month.

Thank you,

Nancy B. Schilling | CFO | National Travel Systems, LP

Lubbock Office | 4314 S Loop 289 Ste 300 | Lubbock, TX 79413

nschilling@nationaltravelsystems.com | www.nationaltravelsystems.com





FY 2019 Per Diem Rates for New Mexico

I'm interested in:

Lodging Rates

Meals & Incidentals (M&IE) Rates

Lodging by month (excluding taxes) | October 2018 - September 2019

Cities not appearing below may be located within a county for which rates are listed. To determine what county a city is located in, visit the National Association of Counties (NACO) website (a non-federal website).

[CSV](#) [Print](#)

Primary Destination ⁱ	County ⁱ	2018 Oct	Nov	Dec	2019 Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
Standard Rate	Applies for all locations without specified rates	\$94	\$94	\$94	\$94	\$94	\$94	\$94	\$94	\$94	\$94	\$94	\$94
Carlsbad	Eddy	\$166	\$166	\$166	\$166	\$166	\$166	\$166	\$166	\$166	\$166	\$166	\$166
Santa Fe	Santa Fe	\$123	\$123	\$123	\$100	\$100	\$123	\$123	\$123	\$123	\$123	\$123	\$123
Taos	Taos	\$105	\$105	\$105	\$105	\$105	\$105	\$105	\$105	\$105	\$105	\$105	\$105

Meals & Incidentals (M&IE) Breakdown ⁱ

Use this table to find the following information for federal employee travel:

M&IE Total - the full daily amount received for a single calendar day of travel when that day is neither the first nor last day of travel.

Breakfast, lunch, dinner, incidentals - Separate amounts for meals and incidentals. M&IE Total = Breakfast + Lunch + Dinner + Incidentals. Sometimes meal amounts must be deducted from trip voucher. See More Information

First & last day of travel - amount received on the first and last day of travel and equals 75% of total M&IE.



[CSV](#)

[Print](#)

Primary Destination ⓘ	County ⓘ	M&IE Total	Continental Breakfast/Breakfast	Lunch	Dinner	Incidental Expenses	First & Last Day of Travel ⓘ
Standard Rate	Applies for all locations without specified rates	\$55	\$13	\$14	\$23	\$5	\$41.25
Carlsbad	Eddy	\$56	\$13	\$15	\$23	\$5	\$42.00
Santa Fe	Santa Fe	\$61	\$14	\$16	\$26	\$5	\$45.75
Taos	Taos	\$66	\$16	\$17	\$28	\$5	\$49.50

I'm interested in:

Rebecca Bustamante

From: Rebecca Bustamante
Sent: Thursday, July 25, 2019 1:27 PM
To: gov@nationaltravelsystems.com
Subject: Flights needed

Flights needed to Albuquerque, New Mexico from Austin, Texas.

Departure morning flight: September 8, 2019
Return morning flight: September 12, 2019

For Commissioner Sidney Carroll Miller

If you should have any questions please let me know.

Thanks,
Rebecca Bustamante
Executive Assistant/Scheduler
Texas Department of Agriculture
512/463-1408

Visit TDA online:
texasagriculture.gov
[facebook.com/TexasDepartmentofAgriculture](https://www.facebook.com/TexasDepartmentofAgriculture)
twitter.com/texasdeptofag



COMMISSIONER SID MILLER

Texas Department of Agriculture
Travel Request for
Out-of-State, International or Washington, D. C.

DOC No. PT _____

64,70

ATR-401

Form with sections: 1 EMPLOYEE INFORMATION, 2 PURPOSE OF TRAVEL, 3 TRAVEL DATES AND TIME, 4 TRAVEL LOCALE, 5 DESCRIBE SPECIFIC PURPOSE OF TRAVEL. Includes fields for name, title, dates, times, and expenses.

http://www.oanda.com/convert/classic (Currency converter)

Traveler's Name SID MILLER	Return Date 11/16/2019	Amount \$1,987.00
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1 TRAVEL EXPENSE ITEMIZATIONS FOR OUT OF STATE (INCLUDING MEXICO AND CANADA) OR WASHINGTON, D. C.												
Locations OUT-of-STATE		PER DIEM (7116)			TRANSPORTATION (BTA - Bill to Agency)							
SECTION B	Departure City	Destination City	Estimated Meal Expense Days X GSA Rate* or Actual	Estimated Lodging Expense Days X GSA Rate* or Actual	Direct Billed Hotel	State Vehicle	Estimated Mileage Expense (7102) (Miles X0.580=Cost)		Commercial Airline Enter 'BTA' or Amount (7111)		Rental Vehicle Enter 'BTA' or Amount (7111)	Parking, Tolls, (7115) or Taxi (7111)
							Miles	Cost		BTA		
	DFW	Manitoba	\$ 846.00	\$ 925.00	<input type="checkbox"/>	<input type="checkbox"/>	100.00	\$ 58.00		<input checked="" type="checkbox"/>	<input type="checkbox"/>	20.00
	Manitoba	Manitoba	\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$ 0.00		<input type="checkbox"/>	<input type="checkbox"/>	20.00
	Manitoba	Manitoba	\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$ 0.00		<input type="checkbox"/>	<input type="checkbox"/>	20.00
	Manitoba	Manitoba	\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$ 0.00		<input type="checkbox"/>	<input type="checkbox"/>	20.00
	Manitoba	DFW	\$	\$	<input type="checkbox"/>	<input type="checkbox"/>	100.00	\$ 58.00		<input checked="" type="checkbox"/>	<input type="checkbox"/>	20.00
	Total		\$ 846.00	\$ 925.00	<input type="checkbox"/>	<input type="checkbox"/>	200.00	\$ 116.00	\$ 0.00	<input type="checkbox"/>	\$ 0.00	\$ 100.00

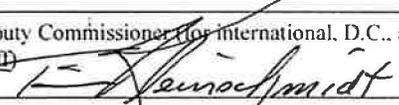
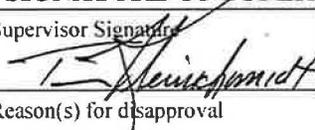
1 TRAVEL EXPENSE ITEMIZATIONS FOR INTERNATIONAL (7121)												
Locations OUT-of-STATE		PER DIEM			TRANSPORTATION (BTA - Bill to Agency)							
SECTION C	Departure City	Destination City	Estimated Meal Expense Days X US Dept of State International Rate**	Estimated Lodging Expense Days X US Dept of State International Rate**	Direct Billed Hotel	State Vehicle	Estimated Mileage Expense (7102) (Miles X0.580=Cost)		Commercial Airline Enter 'BTA' or Amount		Rental Vehicle Enter 'BTA' or Amount	Parking, Tolls, (7115) or Taxi (7111)
							Miles	Cost		BTA		
			\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$ 0.00		<input type="checkbox"/>	<input type="checkbox"/>	
			\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$ 0.00		<input type="checkbox"/>	<input type="checkbox"/>	
			\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$ 0.00		<input type="checkbox"/>	<input type="checkbox"/>	
	Total		\$ 0.00	\$ 0.00	<input type="checkbox"/>	<input type="checkbox"/>	0.00	\$ 0.00	\$ 0.00	<input type="checkbox"/>	\$ 0.00	\$ 0.00

1 TRAVEL ADVANCE REQUEST, IF NEEDED	
Is travel advance needed?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, complete form ATR-403 Travel Advance Request form using Totals from above.
Total for Meals \$ 846.00 Total for Lodging \$ 925.00 Total Parking, Tolls, or Taxi \$ 100.00 TOTAL EXPENSES: \$ 1871.00 80%= Maximum Advance Amount \$ 1464.80	

*Attach a hard copy of the GSA per Diem rate to this request, found at http://www.gsa.gov/Portal/gsa/ep/contentView.do?contentId=17943&contentType=GSA_BASIC.

**Attach a hard copy of the US Department of State International Rate to this request, found at http://aoprals.state.gov/web920/per_diem_action.asp?MenuHide=1&CountryCode=1114.

Traveler's Name SID MILLER	Return Date 11/16/2019	Amount \$1,987.00
-----------------------------------	------------------------	--------------------------

SECTION E	1 APPROVALS		
	Requesting Employee 	Date (mm/dd/yyyy) 10/21/19	
	Budget Analyst	<input type="checkbox"/> Approved <input type="checkbox"/> Not approved <input type="checkbox"/> Revise	
	Deputy Commissioner for International, D.C., and for Exec or Senior Staff 	<input checked="" type="checkbox"/> Approved <input type="checkbox"/> Not approved <input type="checkbox"/> Revise	11-26-19
	Travel Accountant	<input type="checkbox"/> Reviewed	
	Encumbrance Accountant	<input type="checkbox"/> Encumbered	
	Travel Accountant	<input type="checkbox"/> File	
	Reason for disapproval (please initialize)		
	1 SIGNATURE OF SUPERVISOR		
	Supervisor Signature 	Supervisor Printed Name HEINRICHSMIT	Date (mm/dd/yyyy) 11-26-19
Reason(s) for disapproval			
Assistant Commissioner/Regional Director	<input type="checkbox"/> Concur <input type="checkbox"/> Do not concur	Date (mm/dd/yyyy)	

SECTION F	1 CHECKLIST TO BE COMPLETED BY REQUESTING EMPLOYEE	
	<input type="checkbox"/> ATR-401 Travel Request for Out-of-State, International or Washington, D. C. form	
	<input type="checkbox"/> Actual Expenses Approval	
	<input type="checkbox"/> ATR-402 OSFR Report of State Agency Travel to Washington, D. C.	
	<input type="checkbox"/> ATR-403 Travel Advance Request form (only if travel advance needed)	

64, 70

NATIONAL TRAVEL

National Travel Systems, LP
4314 S Loop 289 Ste 300
Lubbock, TX. 79413
Fax: +1 (806) 794-6893
accounting@nationaltravelsystems.com

Tx Dept Of Agriculture

Sale Invoice No: 675698
Date Issued: 10/21/2019
Agent: SJ - Sherrie Jacobson

Traveler Type	Ticket/Conf No	Department	Depart Date	Return Date	Remarks	Total Fare
From	To	Airline/Vendor Flight	A/L	Depart	Arrive	
Miller/Sidney Carroll Service Fee	0781825548	Arc Services Fees		10/21/2019		19.99 (64)
Miller/Sidney Carroll Intl Air	7408620683	United Airlines		11/11/2019	11/16/2019	985.63 (70)
DFW Dallas	DEN Denver	1962	UA	11/11/2019 1:53 PM	11/11/2019 2:55 PM	
DEN Denver	YWG Winnipeg	5304	UA	11/11/2019 5:23 PM	11/11/2019 8:54 PM	
YWG Winnipeg	ORD Chicago	5859	UA	11/16/2019 2:10 PM	11/16/2019 4:37 PM	
ORD Chicago	DFW Dallas	2205	UA	11/16/2019 5:58 PM	11/16/2019 8:35 PM	

Payments Applied To This Invoice

Received	10/21/2019	Pymt For Inv #675698	-19.99
Received	10/21/2019	Pymt For Inv #675698	-985.63
			<hr/>
			-1,005.62

Invoice Total	1,005.62
Payment Total	-1,005.62
Balance Due	0.00

74, 75

NATIONAL TRAVEL

Tx Dept Of Agriculture

Sale Invoice No: 676408
Date Issued: 11/13/2019
Agent: Sandy Sanzotta - SF

Traveler	Department	Depart Date	Return Date	Remarks	Total Fare
Type	Airline/Vendor	Flight	A/L	Depart	Arrive
From	To				
Miller/Sidney Carroll	United Airlines	11/14/2019	11/14/2019		265.00 ⁷⁵
Dom. Air	5928 UA	11/14/2019	3:55 PM	11/14/2019	5:30 PM
YWG Winnipeg	3546 UA	11/14/2019	8:50 PM	11/14/2019	11:53 PM
DEN Denver					
DEN Denver					
Miller/Sidney Carroll	Arc Services Fees	11/14/2019	11/14/2019		19.99 ⁷⁴
Service Fee					

Payments Applied To This Invoice

[Redacted]	Received	11/13/2019	Pymt For Inv #676408	-19.99
[Redacted]	Received	11/13/2019	Pymt For Inv #676408	-265.00
				<hr/>
				-284.99

Invoice Total	284.99
Payment Total	-284.99
Balance Due	0.00



COMMISSIONER SID MILLER

Texas Department of Agriculture
Travel Request for In-State

27

ATR-400

Form with sections: 1 EMPLOYEE INFORMATION, 2 PURPOSE OF TRAVEL, 3 TRAVEL DATES AND TIME, 4 TRAVEL LOCALE, 5 DESCRIBE SPECIFIC PURPOSE OF TRAVEL. Includes fields for name, title, dates, times, and expense breakdown.

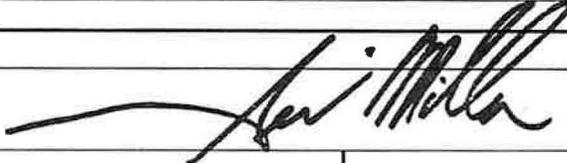
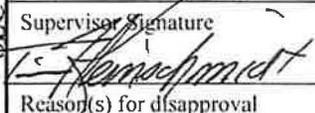
Traveler's Name **SID MILLER** Return Date **12/03/2019** Amount **\$191.40**

1 TRAVEL EXPENSE ITEMIZATIONS														
LOCATIONS IN-STATE		PER DIEM (7106)			TRANSPORTATION									
Departure City	Destination City	Estimated Meal Expense Days X GSA Rate* or Actual	Estimated Lodging Expense Days X GSA Rate* or Actual	Direct Billed Hotel	State Vehicle	Estimated Mileage Expense (7102) (Miles X 0.580=Cost)		Commercial Airline (7101)		Aircraft Pooling Board (7445)		Rental Vehicle (7101)		Parking, Tolls, (7105) or Taxi (7101)
						Miles	Cost		BTA		BTA		BTA	
AUSTIN	HOUSTON	\$	\$	<input type="checkbox"/>	<input type="checkbox"/>	165.00	\$95.70		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
HOUSTON	AUSTIN	\$	\$	<input type="checkbox"/>	<input type="checkbox"/>	165.00	\$95.70		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
Total		\$0.00	\$0.00	<input type="checkbox"/>	<input type="checkbox"/>	330.00	\$191.40	\$0.00	<input type="checkbox"/>	\$0.00	<input type="checkbox"/>	\$0.00	<input type="checkbox"/>	\$0.00

1 TRAVEL ADVANCE REQUEST, IF NEEDED	
SECTION C	Is travel advance needed? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, complete ATR-403 Travel Advance Request form using Totals from above.
	Total for Meals \$0.00 Total for Lodging \$0.00 Total Parking, Tolls, or Taxi \$0.00
	TOTAL EXPENSES: \$ 0.00 80%= Maximum Advance Amount \$ 0.00

*Attach a hard copy of the GSA per Diem rate to this request, found at http://www.gsa.gov/Portal/gsa/ep/contentView.do?contentId=17943&contentType=GSA_BASIC.

Traveler's Name SID MILLER	Return Date 12 ^{03/2019}	Amount \$191.40
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SECTION D	1 APPROVALS		
	Requesting Employee		Date (mm/dd/yy) 11/15/19
	AC/RD	<input type="checkbox"/> Approved <input type="checkbox"/> Not approved <input type="checkbox"/> Revise	
	Travel Accountant	<input type="checkbox"/> Filed	
	1 SIGNATURE OF SUPERVISOR		
	Supervisor Signature	Supervisor Printed Name	Date (mm/dd/yyyy)
	TIM KLEINSCHMIDT	12-13-19	
Reason(s) for disapproval			
Assistant Commissioner/Regional Director	<input type="checkbox"/> Concur <input type="checkbox"/> Do not concur	Date (mm/dd/yyyy)	

SECTION E	1 CHECKLIST TO BE COMPLETED BY REQUESTING EMPLOYEE
	Please use this checklist to ensure you are sending all of the necessary information and documents. <input type="checkbox"/> ATR-400 Travel Request for In-State form <input type="checkbox"/> ATR-403 Travel Advance Request form (if applicable)

LBB 01:35PM

Lubbock

AUS 02:45PM

Austin

Flight 2: Friday, 12/06/2019 Est. Travel Time: 7h 5m [Anytime](#)

FLIGHT # 3634	DEPARTS		ARRIVES
	AUS 03:25PM		DEN 04:45PM
	Austin		Denver

Stop:  Change planes

FLIGHT # 0600	DEPARTS		ARRIVES
	DEN 08:10PM		LBB 10:30PM
	Denver		Lubbock

Payment information

Total cost	Payment
Air - OKJ8VX	
Base Fare \$ 486.84	Date: October 15, 2019
U.S. Transportation Tax \$ 36.52	Payment Amount: \$338.70
U.S. 9/11 Security Fee \$ 11.20	LUV Voucher
U.S. Flight Segment Tax \$ 12.60	Date: October 15, 2019
U.S. Passenger Facility Chg \$ 13.50	Payment Amount: \$221.96
Total \$ 560.66	
	Date: December 3, 2019
	Refund Amount: \$279.68

Fare Rules: If you decide to make a change to your current itinerary it may result in a fare increase. In the case you're left with travel funds from this confirmation number, you're in luck! We're happy to let you use them towards a future flight for the individual named on the ticket, as long as the new travel is completed by the expiration date.

Your ticket number: 5262131095176

5262131095176: NONTRANSFERABLE -BG WN LBB WN AUS248.07WN X/DEN WN LBB238.77USD486.84END ZP LBB4.20AUS4.20DEN4.20 XF LBB4.5AUS4.5DEN4.5

YL
YLA|YLA

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Get the mobile app

***Point Purchase Offer Terms and Conditions**

Offer valid through March 31, 2020 11:59:59 p.m. CST. This discount for the purchase of points is only valid while a Member is currently logged into **Southwest.com** on this purchase page. Rapid Rewards® Member will save 20% when they purchase 2,000 points or save 25% when they purchase 5,000 points or save 30% when they purchase 10,000 points. A valid credit card is required to buy points. Transactions are non-refundable and non-reversible. Purchased points do not count towards A-List, A-List Preferred, or Companion Pass qualification. Prices are in U.S. dollars and include all applicable taxes. Please allow up to 72 hours for points to post to the applicable Rapid Rewards account. All Rapid Rewards rules and regulations apply and can be found at Southwest.com/rrterms.

27

Joyce Felix

From: Joyce Felix
Sent: Wednesday, January 29, 2020 9:56 AM
To: Rebecca Bustamante
Subject: RE: Flight Itinerary 12/3/19 - Item 27 on Spreadsheet (27) Sid Miller \$5

Importance: High

Please send me the requested information ASAP today (1/28/20) by noon.

Please disregard the (27) in subject line. It is information regarding his position on the airline invoice. I already have the ATR which was attached on the previous email. I just need the itinerary. Thanks, jf

Joyce Felix

Texas Department of Agriculture
Accounts Payable
Office: 512-463-7960
Fax 800-380-1675

“TEXAS AGRICULTURE
Matters!”

From: Joyce Felix
Sent: Thursday, January 23, 2020 2:45 PM
To: Rebecca Bustamante <Rebecca.Bustamante@TexasAgriculture.gov>
Subject: Flight Itinerary 12/3/19 - Item 27 on Spreadsheet

Please add the flight itinerary to the attached ATR and return to me by 3:00 p.m. tomorrow (1/24/20). Thanks, jf

Joyce Felix

Texas Department of Agriculture
Accounts Payable
Office: 512-463-7960
Fax 800-380-1675

“TEXAS AGRICULTURE
Matters!”

27

Joyce Felix

From: Joyce Felix
Sent: Thursday, January 23, 2020 2:45 PM
To: Rebecca Bustamante
Subject: Flight Itinerary 12/3/19 - Item 27 on Spreadsheet
Attachments: Miller, S 120319.pdf

Please add the flight itinerary to the attached ATR and return to me by 3:00 p.m. tomorrow (1/24/20). Thanks, jf

Joyce Felix

Texas Department of Agriculture
Accounts Payable
Office: 512-463-7960
Fax 800-380-1675

“TEXAS AGRICULTURE
Matters!”

Joyce Felix

From: Joyce Felix
Sent: Friday, January 31, 2020 8:48 AM
To: nschilling@nationaltravelsystems.com
Cc: Debra Ramirez
Subject: FW: Tx Dept of Agriculture - Monthly Travel Activity - 12/04/19-01/03/20
Attachments: 439974 Tx Dept Of Agriculture.pdf; 441272 Tx Dept Of Agriculture.pdf; 443929 Tx Dept Of Agriculture.pdf; 443930 Tx Dept Of Agriculture.pdf; 443931 Tx Dept Of Agriculture.pdf; 443932 Tx Dept Of Agriculture.pdf; 444169 Tx Dept Of Agriculture.pdf; 444298 Tx Dept Of Agriculture.pdf; 677033 Tx Dept Of Agriculture.pdf; 677390 Tx Dept Of Agriculture.pdf; 677438 Tx Dept Of Agriculture.pdf; 677439 Tx Dept Of Agriculture.pdf; 677440 Tx Dept Of Agriculture.pdf; Ticketing Report with Itinerary - Tx Dept of Agriculture.PDF

Importance: High

Good morning, Nancy,

Please send me Sid Miller's itinerary for \$5.00 for travel on 12/03/2019 to Houston, Ticket Number 6262146689025. I guess it must be a service fee. His are usually included when you send the itineraries and I was surprised his was not included this time.

Do you usually send all TDA staff's itineraries who made their travel with National Travel on a monthly basis? It seems I only get some of them. I would like all of them each month. Also, I previously asked you to send them directly to me. It doesn't matter if I'm only a cc (copy) recipient and you can still send them to Debra Ramirez; however, I am the one paying the airline invoice now so you should send them to me also. Thanks, jf

I also need the following itinerary:

Fearneyhough, Jason \$11.79 Ticket Number 89007923298781

And do you have Jason's flight itinerary in the amount of \$499.40, Ticket Number 5262147189745. The spreadsheet lists it as Southwest, but I noticed that some itineraries from National has both charges, flight and fees.

If I can get them today, I'd really appreciate it. Thanks, jf

From: Debra Ramirez <Debra.Ramirez@TexasAgriculture.gov>
Sent: Friday, January 17, 2020 8:08 AM
To: Joyce Felix <Joyce.Felix@TexasAgriculture.gov>
Subject: FW: Tx Dept of Agriculture - Monthly Travel Activity - 12/04/19-01/03/20

From: Nancy Schilling <nschilling@nationaltravelsystems.com>
Sent: Friday, January 17, 2020 8:05 AM
To: Debra Ramirez <Debra.Ramirez@TexasAgriculture.gov>

Cc: Accounting <Accounting@nationaltravelsystems.com>

Subject: Tx Dept of Agriculture - Monthly Travel Activity - 12/04/19-01/03/20

WARNING: This email originated from outside of the Texas Department of Agriculture email system. DO NOT click links or open attachments unless you expect them from the sender and know the content is safe.

Good Morning –

Please find attached travel activity issued in the prior month.

Thank you for your business!

Nancy B. Schilling | CFO | National Travel Systems, LP

nschilling@nationaltravelsystems.com | www.nationaltravelsystems.com



Visit the NTS portal for State of Texas travelers: <http://www.nationaltravelsystems.com/state/>

Looking for an online travel portal? We are *Concur* and *Certify* qualified – if interested, please contact us!

Joyce Felix

From: Joyce Felix
Sent: Friday, January 31, 2020 7:56 AM
To: Rebecca Bustamante
Subject: RE: Flight Itinerary 12/3/19 - Item 27 on Spreadsheet
Attachments: ATR SM 120319

Importance: High

Good morning, Rebecca,

Please send the requested flight itinerary for the Commissioner's 12/03/2019 travel to Houston for the service awards. I am working on the December airline invoice and need to finish it today so management has time to review prior to processing the payment. We do not wish to incur any interest fees for this group invoice for late payment. The interest would be for the whole group if we don't receive his itinerary. Thanks in advance for your understanding. Once you have it, I can stop by to pick it up. Just let me know when it is ready for pickup.

From: Joyce Felix
Sent: Thursday, January 23, 2020 2:45 PM
To: Rebecca Bustamante <Rebecca.Bustamante@TexasAgriculture.gov>
Subject: Flight Itinerary 12/3/19 - Item 27 on Spreadsheet

Please add the flight itinerary to the attached ATR and return to me by 3:00 p.m. tomorrow (1/24/20). Thanks, jf

Joyce Felix

Texas Department of Agriculture
Accounts Payable
Office: 512-463-7960
Fax 800-380-1675

"TEXAS AGRICULTURE
Matters!"

~~118, 120~~
117



COMMISSIONER SID MILLER

Texas Department of Agriculture
Travel Request for In-State

ATR-400

SECTION A	1 EMPLOYEE INFORMATION				
	First Name SID	M. I.	Last Name MILLER	Title COMMISSIONER	Texas identification number 70000047442
	2 PURPOSE OF TRAVEL				
	<input type="checkbox"/> Conference <input type="checkbox"/> Training <input checked="" type="checkbox"/> Agency Outreach <input type="checkbox"/> Other (please list)				
	3 TRAVEL DATES AND TIME				
Departure Date (mm/dd/yy) 12/04/2019	Departure Time 06:00 <input checked="" type="checkbox"/> a.m. <input type="checkbox"/> p.m.	Return Date (mm/dd/yy) 12/04/2019	Return Time 07:00 <input type="checkbox"/> a.m. <input checked="" type="checkbox"/> p.m.	AY of travel dates 20	
4 TRAVEL LOCALE					
<input type="checkbox"/> In-State (not to exceed GSA per diem rate) <input type="checkbox"/> In-State (actual expenses not to exceed GSA per diem rate)					
5 DESCRIBE SPECIFIC PURPOSE OF TRAVEL					
<u>Traveling to San Antonio, Texas for the Staff Services Awards and Luncheon.</u>			Meals & Lodging \$0.00 Transportation \$0.00 Mileage \$91.64 Total Request \$91.64	Index 10210 PCA 29041	

Financial Services

January 1, 2019

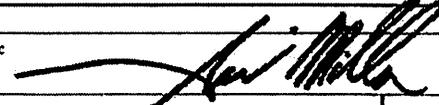
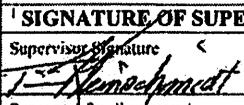
Traveler's Name **SID MILLER** Return Date **12/20/19** Amount **\$91.64**

TRAVEL EXPENSE ITEMIZATIONS														
LOCATIONS IN-STATE		PER DIEM (7106)			TRANSPORTATION									
Departure City	Destination City	Estimated Meal Expense Days X GSA Rate* or Actual	Estimated Lodging Expense Days X GSA Rate* or Actual	Direct Billed Hotel	State Vehicle	Estimated Mileage Expense (7102) (Miles X 0.580=Cost)		Commercial Airline (7101)		Aircraft Pooling Board (7445)		Rental Vehicle (7101)		Parking, Tolls, (7105) or Taxi (7101)
						Miles	Cost		BTA		BTA		BTA	
AUSTIN	SAN ANTONIO	\$	\$	<input type="checkbox"/>	<input type="checkbox"/>	79.00	\$45.82		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
SAN ANTONIO	AUSTIN	\$	\$	<input type="checkbox"/>	<input type="checkbox"/>	79.00	\$45.82		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
Total		\$0.00	\$0.00	<input type="checkbox"/>	<input type="checkbox"/>	158.00	\$91.64	\$0.00	<input type="checkbox"/>	\$0.00	<input type="checkbox"/>	\$0.00	<input type="checkbox"/>	\$0.00

SECTION C		TRAVEL ADVANCE REQUEST, IF NEEDED	
Is travel advance needed?			
<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	If yes, complete ATR-403 Travel Advance Request form using Totals from above.	
Total for Meals \$0.00 Total for Lodging \$0.00 Total Parking, Tolls, or Taxi \$0.00			
TOTAL EXPENSES: \$ 0.00 80%= Maximum Advance Amount \$ 0.00			

*Attach a hard copy of the GSA per Diem rate to this request, found at http://www.gsa.gov/Portal/gsa/ep/contentView.do?contentId=17943&contentType=GSA_BASIC.

Traveler's Name SID	MILLER	Return Date 12/12/2019	Amount \$91.64
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SECTION D	APPROVALS		
	Requesting Employee		Date (mm/dd/yy) 11/15/19
	AC/RID	<input type="checkbox"/> Approved <input type="checkbox"/> Not approved <input type="checkbox"/> Revise	
	Travel Accountant	<input type="checkbox"/> Filed	
	SIGNATURE OF SUPERVISOR		
Supervisor Signature	Supervisor Printed Name	Date (mm/dd/yyyy)	
	VIA XENSCHEMPT	12-13-19	
Reason(s) for disapproval			
Assistant Commissioner/Regional Director	<input type="checkbox"/> Concur <input type="checkbox"/> Do not concur	Date (mm/dd/yyyy)	

SECTION E	CHECKLIST TO BE COMPLETED BY REQUESTING EMPLOYEE
	Please use this checklist to ensure you are sending all of the necessary information and documents. <input type="checkbox"/> ATR-400 Travel Request for In-State form <input type="checkbox"/> ATR-403 Travel Advance Request form (if applicable)

117

NATIONAL TRAVEL

Tx Dept Of Agriculture

Sale Invoice No: 443595
Date Issued: 11/26/2019
Agent: Binke Jenkins

Traveler Type	Ticket/Conf No	Department	Depart Date	Return Date	Remarks	Total Fare
Miller/Sidney Carroll Service Fee	0792088322	Arc Services Fees	11/26/2019		Arrive	5.00 <i>vt</i>
Payments Applied To This Invoice						
	Received	11/26/2019	Pymt For Inv #443595			-5.00
Invoice Total						5.00
Payment Total						-5.00
Balance Due						0.00

118,120



COMMISSIONER SID MILLER

Texas Department of Agriculture
Travel Request for In-State

ATR-400

SECTION A	1 EMPLOYEE INFORMATION				
	First Name SID	M. I.	Last Name MILLER	Title COMMISSIONER	Texas identification number 70000047442
	2 PURPOSE OF TRAVEL				
	<input type="checkbox"/> Conference <input type="checkbox"/> Training <input checked="" type="checkbox"/> Agency Outreach <input type="checkbox"/> Other (please list)				
	3 TRAVEL DATES AND TIME				
	Departure Date (mm/dd/yy) 12/10/2019	Departure Time 06:00 <input checked="" type="checkbox"/> a.m. <input type="checkbox"/> p.m.	Return Date (mm/dd/yy) 12/10/2019	Return Time 07:00 <input type="checkbox"/> a.m. <input checked="" type="checkbox"/> p.m.	AY of travel dates 20
	4 TRAVEL LOCALE				
	<input type="checkbox"/> In-State (not to exceed GSA per diem rate) <input type="checkbox"/> In-State (actual expenses not to exceed GSA per diem rate)				
	5 DESCRIBE SPECIFIC PURPOSE OF TRAVEL				
	<u>Traveling to Lubbock, Texas for the Staff Services Awards and Luncheon.</u>			Meals & Lodging \$0.00	Index 10210
			Transportation \$0.00	PCA	
			Mileage \$0.00	29041	
			Total Request \$0.00		

*State Plane was utilized. -
Commercial flight was cancelled. PD*

Financial Services

January 1, 2019

Traveler's Name **SID MILLER** Return Date **12/20/18** Amount **\$0.00**

1 TRAVEL EXPENSE ITEMIZATIONS														
LOCATIONS IN-STATE		PER DIEM (7106)			TRANSPORTATION									
Departure City	Destination City	Estimated Meal Expense Days X GSA Rate* or Actual	Estimated Lodging Expense Days X GSA Rate* or Actual	Direct Billed Hotel	State Vehicle	Estimated Mileage Expense (7102) (Miles X 0.580=Cost)		Commercial Airline (7101)		Aircraft Pooling Board (7445)		Rental Vehicle (7101)		Parking, Tolls, (7105) or Taxi (7101)
						Miles	Cost		BTA		BTA		BTA	
DALLAS	LUBBOCK	\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input checked="" type="checkbox"/>		<input type="checkbox"/>	
LUBBOCK	DALLAS	\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input checked="" type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
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		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
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		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
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		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
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		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00							

Traveler's Name SID MILLER	Return Date 12/10/2019	Amount \$0.00
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SECTION D	1 APPROVALS		
	Requesting Employee		Date (mm/dd/yy) 11/26/19
	AC/RD	<input type="checkbox"/> Approved <input type="checkbox"/> Not approved <input type="checkbox"/> Revise	
	Travel Accountant	<input type="checkbox"/> Filed	
	1 SIGNATURE OF SUPERVISOR		
Supervisor Signature	Supervisor Printed Name	Date (mm/dd/yyyy)	
<i>[Signature]</i>	Jarmy Knight	<input type="checkbox"/> Approved <input type="checkbox"/> Disapproved <input type="checkbox"/> Revise	
Assistant Commissioner/Regional Director	<input type="checkbox"/> Concur <input type="checkbox"/> Do not concur		Date (mm/dd/yyyy)
1 CHECKLIST TO BE COMPLETED BY REQUESTING EMPLOYEE			
Please use this checklist to ensure you are sending all of the necessary information and documents.			
<input type="checkbox"/> ATR-400 (if applicable) Request Form (if applicable)			

NATIONAL TRAVEL

Tx Dept Of Agriculture

Sale Invoice No: 443597
 Date Issued: 11/26/2019
 Agent: Binke Jenkins

Traveler	Type	Ticket/Conf No	Department	Depart Date	Return Date	Remarks	Total Fare
From	To	Airline/Vendor	Flight	A/L	Depart	Arrive	
Miller/Sidney Carroll	Dom. Air	8548422836	Southwest Airlines Inc.	12/10/2019	12/10/2019		488.37 12
DAL Dallas	LBB Lubbock	2395	WN	12/10/2019	8:45 AM	12/10/2019 10:00 AM	
LBB Lubbock	DAL Dallas	2106	WN	12/10/2019	12:45 PM	12/10/2019 1:55 PM	
Miller/Sidney Carroll	Service Fee	0792088323	Arc Services Fees	12/10/2019			11.79 118
Payments Applied To This Invoice							
	Received		11/26/2019		Pymt For Inv #443597		-488.37
	Received		11/26/2019		Pymt For Inv #443597		-11.79
							-500.16
Invoice Total							500.16
Payment Total							-500.16
Balance Due							0.00



COMMISSIONER SID MILLER

Texas Department of Agriculture
Travel Request for
Out-of-State, International or Washington, D. C.

DOC No. PT _____

ATR-401

Form with sections: 1 EMPLOYEE INFORMATION, 2 PURPOSE OF TRAVEL, 3 TRAVEL DATES AND TIME, 4 TRAVEL LOCALE, and 5 DESCRIBE SPECIFIC PURPOSE OF TRAVEL. Includes fields for name, title, dates, times, and expenses.

http://www.oanda.com/convert/classic (Currency converter)

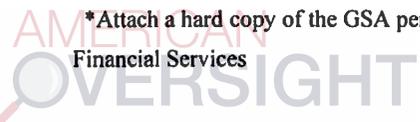
Traveler's Name SID MILLER	Return Date 02/26/2020	Amount \$1,401.50
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TRAVEL EXPENSE ITEMIZATIONS FOR OUT OF STATE (INCLUDING MEXICO AND CANADA) OR WASHINGTON, D. C.												
Locations OUT-of-STATE		PER DIEM (7116)			TRANSPORTATION (BTA – Bill to Agency)							
SECTION B	Departure City	Destination City	Estimated Meal Expense Days X GSA Rate* or Actual	Estimated Lodging Expense Days X GSA Rate* or Actual	Direct Billed Hotel	State Vehicle	Estimated Mileage Expense (7102) (Miles X0.575=Cost)		Commercial Airline Enter 'BTA' or Amount (7111)		Rental Vehicle Enter 'BTA' or Amount (7111)	Parking, Tolls, (7115) or Taxi (7111)
							Miles	Cost		BTA		BTA
	AUSTIN	ARLINGTON, VA	\$ 1041.00	\$ 310.50	<input type="checkbox"/>	<input type="checkbox"/>		\$ 0.00		<input checked="" type="checkbox"/>	<input type="checkbox"/>	50.00
	ARLINGTON, VA	AUSTIN	\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$ 0.00		<input type="checkbox"/>	<input type="checkbox"/>	
			\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$ 0.00		<input type="checkbox"/>	<input type="checkbox"/>	
			\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$ 0.00		<input type="checkbox"/>	<input type="checkbox"/>	
			\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$ 0.00		<input type="checkbox"/>	<input type="checkbox"/>	
	Total		\$ 1041.00	\$ 310.50	<input type="checkbox"/>	<input type="checkbox"/>	0.00	\$ 0.00	\$ 0.00	<input type="checkbox"/>	\$ 0.00	\$ 50.00

TRAVEL EXPENSE ITEMIZATIONS FOR INTERNATIONAL (7121)												
Locations OUT-of-STATE		PER DIEM			TRANSPORTATION (BTA – Bill to Agency)							
SECTION C	Departure City	Destination City	Estimated Meal Expense Days X US Dept of State International Rate**	Estimated Lodging Expense Days X US Dept of State International Rate**	Direct Billed Hotel	State Vehicle	Estimated Mileage Expense (7102) (Miles X0.575=Cost)		Commercial Airline Enter 'BTA' or Amount		Rental Vehicle Enter 'BTA' or Amount	Parking, Tolls, (7115) or Taxi (7111)
							Miles	Cost		BTA		BTA
			\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$ 0.00		<input type="checkbox"/>	<input type="checkbox"/>	
			\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$ 0.00		<input type="checkbox"/>	<input type="checkbox"/>	
			\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$ 0.00		<input type="checkbox"/>	<input type="checkbox"/>	
	Total		\$ 0.00	\$ 0.00	<input type="checkbox"/>	<input type="checkbox"/>	0.00	\$ 0.00	\$ 0.00	<input type="checkbox"/>	\$ 0.00	\$ 0.00

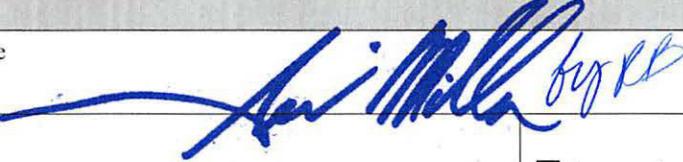
SECTION D	TRAVEL ADVANCE REQUEST, IF NEEDED	
	Is travel advance needed? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, complete form ATR-403 Travel Advance Request form using Totals from above.	
	Total for Meals \$ 1041.00 Total for Lodging \$ 310.50 Total Parking, Tolls, or Taxi \$ 50.00	
	TOTAL EXPENSES: \$ 1401.50 80%= Maximum Advance Amount \$ 1121.20	

*Attach a hard copy of the GSA per Diem rate to this request, found at http://www.gsa.gov/Portal/gsa/ep/contentView.do?contentId=17943&contentType=GSA_BASIC.



****Attach a hard copy of the US Department of State International Rate to this request, found at http://aoprals.state.gov/web920/per_diem_action.asp?MenuHide=1&CountryCode=1114.**

Traveler's Name SID MILLER	Return Date 02/26/2020	Amount \$1,401.50
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SECTION E			
1 APPROVALS			
Requesting Employee			Date (mm/dd/yyyy) 1/27/2020
Budget Analyst	<input type="checkbox"/> Approved	<input type="checkbox"/> Not approved	<input type="checkbox"/> Revise
Deputy Commissioner (for international, D.C., and for Exec or Senior Staff)			2/11/20
Travel Accountant	<input type="checkbox"/> Reviewed		
Encumbrance Accountant	<input type="checkbox"/> Encumbered		
Travel Accountant	<input type="checkbox"/> File		
Reason for disapproval (please initialize)			
1 SIGNATURE OF SUPERVISOR			
Supervisor Signature	Supervisor Printed Name	<input checked="" type="checkbox"/> Approved	Date (mm/dd/yyyy) 2/11/20
Reason(s) for disapproval		<input type="checkbox"/> Disapproved	<input type="checkbox"/> Revise
Assistant Commissioner/Regional Director	<input type="checkbox"/> Concur		Date (mm/dd/yyyy)
		<input type="checkbox"/> Do not concur	

SECTION F	
1 CHECKLIST TO BE COMPLETED BY REQUESTING EMPLOYEE	
<input type="checkbox"/>	ATR-401 Travel Request for Out-of-State, International or Washington, D. C. form
<input type="checkbox"/>	Actual Expenses Approval
<input type="checkbox"/>	ATR-402 OSFR Report of State Agency Travel to Washington, D. C.
<input type="checkbox"/>	ATR-403 Travel Advance Request form (only if travel advance needed)

13, 38, 40

NATIONAL TRAVEL

Tx Dept Of Agriculture

Sale Invoice No: 445135
Date Issued: 1/14/2020
Agent: Binke Jenkins

Traveler Type	Ticket/Conf No	Department	Depart Date	Return Date	Remarks	Total Fare
From	To	Airline/Vendor	Flight A/L	Depart	Arrive	
Miller/Sidney Carroll Service Fee	0793977315	Arc Services Fees	1/14/2020			11.79 ¹³
Miller/Sidney Carroll Dom. Air	8630775406	Southwest Airlines Inc.	2/22/2020	2/26/2020		416.96
AUS Austin	DAL Dallas	5665 WN	2/22/2020	10:10 AM	2/22/2020 11:15 AM	
DAL Dallas	DCA Ronald Reagan Washington	2677 WN	2/22/2020	12:10 PM	2/22/2020 3:50 PM	
DCA Ronald Reagan Washington	AUS Austin	1492 WN	2/26/2020	5:45 PM	2/26/2020 8:35 PM	

Miller/Sidney Carroll Service Fee	0793977311	Arc Services Fees	2/26/2020			11.79
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Payments Applied To This Invoice

[REDACTED]	Received	1/14/2020	Pymt For Inv #445135	-416.96
[REDACTED]	Received	1/14/2020	Pymt For Inv #445135	-11.79
[REDACTED]	Received	1/14/2020	Pymt For Inv #445135	-11.79
				-440.54

Invoice Total	440.54
Payment Total	-440.54
Balance Due	0.00



NATIONAL TRAVEL

Remittance Address:
 National Travel Systems, LP
 4314 S Loop 289 Ste 300
 Lubbock, TX 79413
 accounting@nationaltravelsystems.com

Tx Dept Of Agriculture

Sale Invoice No: 446571
 Date Issued: 2/11/2020
 Agent: Binke Jenkins

Traveler Type	Ticket/Conf No	Department	Depart Date	Return Date	Remarks	Total Fare
From	To	Airline/Vendor Flight	A/L Depart		Arrive	
Miller/Sidney Carroll Service Fee	0795501178	Arc Services Fees	2/11/2020			5.00
Miller/Sidney Carroll Car	1515029943COUNT	Enterprise	3/4/2020	3/5/2020		
Miller/Sidney Carroll Dom. Air	WMLEX5	Southwest Airlines Inc.	3/4/2020	3/5/2020		0.00
DAL Dallas	LBB Lubbock	282 WN	3/4/2020 12:20 PM		3/4/2020 1:35 PM	
LBB Lubbock	DAL Dallas	223 WN	3/5/2020 2:10 PM		3/5/2020 3:15 PM	

Payments Applied To This Invoice					
██████████	Received	2/11/2020	Pymt For Inv #446571		0.00
██████████	Received	2/11/2020	Pymt For Inv #446571		-5.00
					-5.00

Invoice Total 5.00
Payment Total -5.00
Balance Due 0.00



38, 40, 120, 121

DOC No. PT _____

Texas Department of Agriculture
Travel Request for
Out-of-State, International or Washington, D. C.

ATR-401

COMMISSIONER SID MILLER

SECTION A	1 EMPLOYEE INFORMATION				
	First Name SID	M. I.	Last Name MILLER	Title COMMISSIONER	Texas identification number 70000047442PR1
	2 PURPOSE OF TRAVEL				
	<input checked="" type="checkbox"/> Conference <input type="checkbox"/> Training <input type="checkbox"/> Agency Outreach <input type="checkbox"/> Other (please list)				
	3 TRAVEL DATES AND TIME				
Departure Date (mm/dd/yy) 02/22/2020	Departure Time 8:00 <input checked="" type="checkbox"/> a.m. <input type="checkbox"/> p.m.	Return Date 02/26/2020	Return Time 10:00 <input checked="" type="checkbox"/> a.m. <input type="checkbox"/> p.m.	AY of travel dates 20	
4 TRAVEL LOCALE					
<input type="checkbox"/> Out-of-State (not to exceed maximum amount) <input type="checkbox"/> Out-of- State (actual expenses) <input type="checkbox"/> International					
If travel is Out of State, are you traveling to Washington, D. C.?					
<input type="checkbox"/> Yes <input type="checkbox"/> No If yes, complete form ATR-402 Office of State-Federal Relations Report of State Agency Travel to Washington, D.C.					
5 DESCRIBE SPECIFIC PURPOSE OF TRAVEL					
<u>Traveling to Arlington, VA to attend the NASDA Winter Policy Conference 2020</u>		Meals & Lodging \$1,351.50	PCA 29041		
		Transportation \$50.00	Index		
		Mileage \$0.00	10210		
		Total Request \$1,401.50			

<http://www.oanda.com/convert/classic> (Currency converter)

Traveler's Name SID MILLER	Return Date 02/26/2020	Amount \$1,401.50
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TRAVEL EXPENSE ITEMIZATIONS FOR OUT OF STATE (INCLUDING MEXICO AND CANADA) OR WASHINGTON, D. C.												
Locations OUT-of-STATE		PER DIEM (7116)			TRANSPORTATION (BTA – Bill to Agency)							
SECTION B	Departure City	Destination City	Estimated Meal Expense Days X GSA Rate* or Actual	Estimated Lodging Expense Days X GSA Rate* or Actual	Direct Billed Hotel	State Vehicle	Estimated Mileage Expense (7102) (Miles X0.575=Cost)		Commercial Airline Enter 'BTA' or Amount (7111)		Rental Vehicle Enter 'BTA' or Amount (7111)	Parking, Tolls, (7115) or Taxi (7111)
							Miles	Cost		BTA		BTA
	AUSTIN	ARLINGTON, VA	\$ 1041.00	\$ 310.50	<input type="checkbox"/>	<input type="checkbox"/>		\$ 0.00		<input checked="" type="checkbox"/>	<input type="checkbox"/>	50.00
	ARLINGTON, VA	AUSTIN	\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$ 0.00		<input type="checkbox"/>	<input type="checkbox"/>	
			\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$ 0.00		<input type="checkbox"/>	<input type="checkbox"/>	
			\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$ 0.00		<input type="checkbox"/>	<input type="checkbox"/>	
			\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$ 0.00		<input type="checkbox"/>	<input type="checkbox"/>	
	Total		\$ 1041.00	\$ 310.50	<input type="checkbox"/>	<input type="checkbox"/>	0.00	\$ 0.00	\$ 0.00	<input type="checkbox"/>	\$ 0.00	\$ 50.00

TRAVEL EXPENSE ITEMIZATIONS FOR INTERNATIONAL (7121)												
Locations OUT-of-STATE		PER DIEM			TRANSPORTATION (BTA – Bill to Agency)							
SECTION C	Departure City	Destination City	Estimated Meal Expense Days X US Dept of State International Rate**	Estimated Lodging Expense Days X US Dept of State International Rate**	Direct Billed Hotel	State Vehicle	Estimated Mileage Expense (7102) (Miles X0.575=Cost)		Commercial Airline Enter 'BTA' or Amount		Rental Vehicle Enter 'BTA' or Amount	Parking, Tolls, (7115) or Taxi (7111)
							Miles	Cost		BTA		BTA
			\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$ 0.00		<input type="checkbox"/>	<input type="checkbox"/>	
			\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$ 0.00		<input type="checkbox"/>	<input type="checkbox"/>	
			\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$ 0.00		<input type="checkbox"/>	<input type="checkbox"/>	
	Total		\$ 0.00	\$ 0.00	<input type="checkbox"/>	<input type="checkbox"/>	0.00	\$ 0.00	\$ 0.00	<input type="checkbox"/>	\$ 0.00	\$ 0.00

SECTION D	TRAVEL ADVANCE REQUEST, IF NEEDED	
	Is travel advance needed? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, complete form ATR-403 Travel Advance Request form using Totals from above.	
	Total for Meals \$ 1041.00 Total for Lodging \$ 310.50 Total Parking, Tolls, or Taxi \$ 50.00	
	TOTAL EXPENSES: \$ 1401.50 80%= Maximum Advance Amount \$ 1121.20	

*Attach a hard copy of the GSA per Diem rate to this request, found at http://www.gsa.gov/Portal/gsa/ep/contentView.do?contentId=17943&contentType=GSA_BASIC.



Traveler's Name SID MILLER	Return Date 02/26/2020	Amount \$1,401.50
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SECTION E			
1 APPROVALS			
Requesting Employee			Date (mm/dd/yyyy) 1/27/2020
Budget Analyst	<input type="checkbox"/> Approved	<input type="checkbox"/> Not approved	<input type="checkbox"/> Revise
Deputy Commissioner (for international, D.C., and for Exec or Senior Staff)	<input checked="" type="checkbox"/> Approved	<input type="checkbox"/> Not approved	<input type="checkbox"/> Revise
Travel Accountant	<input type="checkbox"/> Reviewed		
Encumbrance Accountant	<input type="checkbox"/> Encumbered		
Travel Accountant	<input type="checkbox"/> File		
Reason for disapproval (please initialize)			
1 SIGNATURE OF SUPERVISOR			
Supervisor Signature	Supervisor Printed Name	<input checked="" type="checkbox"/> Approved	Date (mm/dd/yyyy) 2/11/20
Reason(s) for disapproval		<input type="checkbox"/> Disapproved	<input type="checkbox"/> Revise
Assistant Commissioner/Regional Director	<input type="checkbox"/> Concur		Date (mm/dd/yyyy)
<input type="checkbox"/> Do not concur			

SECTION F	
1 CHECKLIST TO BE COMPLETED BY REQUESTING EMPLOYEE	
<input type="checkbox"/>	ATR-401 Travel Request for Out-of-State, International or Washington, D. C. form
<input type="checkbox"/>	Actual Expenses Approval
<input type="checkbox"/>	ATR-402 OSFR Report of State Agency Travel to Washington, D. C.
<input type="checkbox"/>	ATR-403 Travel Advance Request form (only if travel advance needed)



NATIONAL TRAVEL

Remittance Address:
 National Travel Systems, LP
 4314 S Loop 289 Ste 300
 Lubbock, TX 79413
 accounting@nationaltravelsystems.com

Tx Dept Of Agriculture

Sale Invoice No: 447202
 Date Issued: 2/25/2020
 Agent: Binke Jenkins

Traveler Type	Ticket/Conf No	Department	Depart Date	Return Date	Remarks	Total Fare
From	To	Airline/Vendor Flight	A/L Depart		Arrive	
Miller/Sidney Carroll Service Fee	0796289425	Arc Services Fees	2/25/2020			5.00
Miller/Sidney Carroll Dom. Air	VGVRGE	Southwest Airlines Inc.	2/26/2020	2/26/2020		0.00
DCA Ronald Reagan Washington	AUS Austin	1492 WN	2/26/2020 5:45 PM		2/26/2020 8:35 PM	

Payments Applied To This Invoice					
██████████	Received	2/25/2020	Pymt For Inv #447202		-5.00
██████████	Received	2/25/2020	Pymt For Inv #447202		0.00
					-5.00

Invoice Total 5.00
Payment Total -5.00
Balance Due 0.00



NATIONAL TRAVEL

Remittance Address:
 National Travel Systems, LP
 4314 S Loop 289 Ste 300
 Lubbock, TX 79413
 accounting@nationaltravelsystems.com

Tx Dept Of Agriculture

Sale Invoice No: 447182
 Date Issued: 2/25/2020
 Agent: Binke Jenkins

Traveler Type	Ticket/Conf No	Department	Depart Date	Return Date	Remarks	Total Fare
From	To	Airline/Vendor Flight	A/L Depart		Arrive	
Miller/Sidney Carroll Service Fee	0796254181	Arc Services Fees	2/25/2020			5.00
Miller/Sidney Carroll Dom. Air	VGVRGE	Southwest Airlines Inc.	2/26/2020	2/26/2020		0.00
DCA Ronald Reagan Washington	DAL Dallas	501	WN 2/26/2020 9:40 AM		2/26/2020 12:05 PM	
DAL Dallas	AUS Austin	834	WN 2/26/2020 1:15 PM		2/26/2020 2:15 PM	

Payments Applied To This Invoice					
██████████	Received	2/25/2020	Pymt For Inv #447182		0.00
██████████	Received	2/25/2020	Pymt For Inv #447182		-5.00
					-5.00

Invoice Total 5.00
Payment Total -5.00
Balance Due 0.00



NATIONAL TRAVEL

Remittance Address:
 National Travel Systems, LP
 4314 S Loop 289 Ste 300
 Lubbock, TX 79413
 accounting@nationaltravelsystems.com

Tx Dept Of Agriculture

Sale Invoice No: 447282
 Date Issued: 2/27/2020
 Agent: Binke Jenkins

Traveler Type	Ticket/Conf No From To	Department	Depart Date	Return Date	Remarks	Total Fare
		Airline/Vendor Flight A/L	Depart		Arrive	
Miller/Sidney Carroll Service Fee	0796365266	Arc Services Fees	2/27/2020			5.00
Miller/Sidney Carroll Car	1515029943COUNT	Enterprise	3/4/2020	3/5/2020		
Miller/Sidney Carroll Dom. Air	WMLEX5	Southwest Airlines Inc.	3/4/2020	3/5/2020		0.00
DAL Dallas	LBB Lubbock	282 WN	3/4/2020 12:20 PM		3/4/2020 1:35 PM	
LBB Lubbock	DAL Dallas	1572 WN	3/5/2020 9:35 AM		3/5/2020 10:40 AM	

Payments Applied To This Invoice					
██████████	Received	2/27/2020	Pymt For Inv #447282		0.00
██████████	Received	2/27/2020	Pymt For Inv #447282		-5.00
					-5.00

Invoice Total 5.00
Payment Total -5.00
Balance Due 0.00



COMMISSIONER SID MILLER

Texas Department of Agriculture
Travel Request for
Out-of-State, International or Washington, D. C.

DOC No. PT _____

ATR-401

38,40

Form with sections: 1 EMPLOYEE INFORMATION, 2 PURPOSE OF TRAVEL, 3 TRAVEL DATES AND TIME, 4 TRAVEL LOCALE, 5 DESCRIBE SPECIFIC PURPOSE OF TRAVEL. Includes fields for name, title, dates, and expenses.

http://www.oanda.com/convert/classic (Currency converter)

Traveler's Name **SID MILLER** Return Date **02/24/2020** Amount **\$1,401.50**

TRAVEL EXPENSE ITEMIZATIONS FOR OUT-OF-STATE (INCLUDING MEXICO AND CANADA) OR WASHINGTON, D.C.												
Locations OUT-of-STATE		PER DIEM (7116)			TRANSPORTATION (BTA - Bill to Agency)							
Departure City	Destination City	Estimated Meal Expense Days X GSA Rate* or Actual	Estimated Lodging Expense Days X GSA Rate* or Actual	Direct Billed Hotel	State Vehicle	Estimated Mileage Expense (7102) (Miles X 0.575=Cost)		Commercial Airline Enter 'BTA' or Amount (7111)		Rental Vehicle Enter 'BTA' or Amount (7111)		Parking, Tolls, (7115) or Taxi (7111)
						Miles	Cost		BTA		BTA	
AUSTIN	ARLINGTON, VA	\$ 1041.00	\$ 310.50	<input type="checkbox"/>	<input type="checkbox"/>		\$ 0.00		<input checked="" type="checkbox"/>		<input type="checkbox"/>	50.00
ARLINGTON, VA	AUSTIN	\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$ 0.00		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$ 0.00		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$ 0.00		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$ 0.00		<input type="checkbox"/>		<input type="checkbox"/>	
Total		\$ 1041.00	\$ 310.50	<input type="checkbox"/>	<input type="checkbox"/>	0.00	\$ 0.00	\$ 0.00	<input type="checkbox"/>	\$ 0.00	<input type="checkbox"/>	\$ 50.00

TRAVEL EXPENSE ITEMIZATIONS FOR INTERNATIONAL (7121)												
Locations OUT-of-STATE		PER DIEM			TRANSPORTATION (BTA - Bill to Agency)							
Departure City	Destination City	Estimated Meal Expense Days X US Dept of State International Rate**	Estimated Lodging Expense Days X US Dept of State International Rate**	Direct Billed Hotel	State Vehicle	Estimated Mileage Expense (7102) (Miles X 0.575=Cost)		Commercial Airline Enter 'BTA' or Amount		Rental Vehicle Enter 'BTA' or Amount		Parking, Tolls, (7115) or Taxi (7111)
						Miles	Cost		BTA		BTA	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$ 0.00		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$ 0.00		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$ 0.00		<input type="checkbox"/>		<input type="checkbox"/>	
Total		\$ 0.00	\$ 0.00	<input type="checkbox"/>	<input type="checkbox"/>	0.00	\$ 0.00	\$ 0.00	<input type="checkbox"/>	\$ 0.00	<input type="checkbox"/>	\$ 0.00

TRAVEL ADVANCE REQUEST, IF NEEDED

Is travel advance needed?
 Yes No If yes, complete form ATR-403 Travel Advance Request form using Totals from above.

Total for Meals \$ 1041.00 Total for Lodging \$ 310.50 Total Parking, Tolls, or Taxi \$ 50.00
TOTAL EXPENSES: \$ 1401.50 80%= Maximum Advance Amount \$ 1121.20

* Attach a hard copy of the GSA per Diem rate to this request, found at http://www.gsa.gov/Portal/gsa/cp/contentView.do?contentId=17943&contentType=GSA_BASIC.

Traveler's Name SID MILLER	Return Date 02/27/2020	Amount \$1,401.50
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SECTION E	1 APPROVALS		
	Requesting Employee		Date (mm/dd/yyyy)
	<i>[Signature]</i>		<i>1/27/2020</i>
	Budget Analyst	<input type="checkbox"/> Approved <input type="checkbox"/> Not approved <input type="checkbox"/> Revise	
	Deputy Commissioner (for international, D.C., and for Exec or Senior Staff)	<input checked="" type="checkbox"/> Approved <input type="checkbox"/> Not approved <input type="checkbox"/> Revise	<i>2/11/20</i>
	<i>[Signature]</i>		
	Travel Accountant	<input type="checkbox"/> Reviewed	
Encumbrance Accountant	<input type="checkbox"/> Encumbered		
Travel Accountant	<input type="checkbox"/> File		
Reason for disapproval (please initialize)			
1 SIGNATURE OF SUPERVISOR			
Supervisor Signature	Supervisor Printed Name	Date (mm/dd/yyyy)	
<i>[Signature]</i>		<i>2/11/20</i>	
Reason(s) for disapproval			
Assistant Commissioner/Regional Director	<input type="checkbox"/> Concur <input type="checkbox"/> Do not concur	Date (mm/dd/yyyy)	

SECTION F	1 CHECKLIST TO BE COMPLETED BY REQUESTING EMPLOYEE	
	<input type="checkbox"/> ATR-401 Travel Request for Out-of-State, International or Washington, D. C. form	
	<input type="checkbox"/> Actual Expenses Approval	
	<input type="checkbox"/> ATR-402 OS/IR Report of State Agency Travel to Washington, D. C.	
	<input type="checkbox"/> ATR-403 Travel Advance Request form (only if travel advance needed)	



NATIONAL TRAVEL

Remittance Address:
 National Travel Systems, LP
 4314 S Loop 289 Ste 300
 Lubbock, TX 79413
 accounting@nationaltravelsystems.com

Tx Dept Of Agriculture

Sale Invoice No: 446571
 Date Issued: 2/11/2020
 Agent: Binke Jenkins

Traveler Type	Ticket/Conf No From To	Department	Depart Date	Return Date	Remarks	Total Fare
		Airline/Vendor Flight A/L	Depart		Arrive	
Miller/Sidney Carroll Service Fee	0795501178	Arc Services Fees	2/11/2020			5.00
Miller/Sidney Carroll Car	1515029943COUNT	Enterprise	3/4/2020	3/5/2020		
Miller/Sidney Carroll Dom. Air	WMLEX5	Southwest Airlines Inc.	3/4/2020	3/5/2020		0.00
DAL Dallas	LBB Lubbock	282 WN	3/4/2020 12:20 PM		3/4/2020 1:35 PM	
LBB Lubbock	DAL Dallas	223 WN	3/5/2020 2:10 PM		3/5/2020 3:15 PM	

Payments Applied To This Invoice					
	Received	2/11/2020	Pymt For Inv #446571		0.00
	Received	2/11/2020	Pymt For Inv #446571		-5.00
					-5.00

Invoice Total 5.00
Payment Total -5.00
Balance Due 0.00

NATIONAL TRAVEL

Tx Dept Of Agriculture

Refund Invoice No: 446088
 Date Issued: 1/31/2020
 Agent: Binke Jenkins

Traveler Type	Ticket/Conf No	Department	Depart Date	Return Date	Remarks	Total Fare
From	To	Airline/Vendor	Flight A/L	Depart	Arrive	
Miller/Sidney Carroll	0793977315	Arc Services Fees	1/31/2020			-11.79
Service Fee						
Payments Applied To This Invoice						
	Made	1/31/2020	Pymt For Inv #446088			11.79
Invoice Total						-11.79
Payment Total						11.79
Balance Due						0.00

Joyce Felix

From: Joyce Felix
Sent: Thursday, February 20, 2020 8:11 AM
To: Rebecca Bustamante
Cc: Ann Martinez; Irma Rodriguez; Kevin Moomaw
Subject: RE: ATRs and Flight Itineraries for Sid Miller
Attachments: Miller, S 022220 ITIN.pdf

Importance: High

Tracking:	Recipient	Read	Recall
	Rebecca Bustamante	Read: 2/25/2020 4:23 PM	Succeeded: 2/26/2020 8:37 AM
	Ann Martinez		Succeeded: 2/26/2020 8:48 AM
	Irma Rodriguez	Read: 2/20/2020 11:37 AM	
	Kevin Moomaw	Read: 2/20/2020 12:12 PM	

For your convenience, I have attached two itineraries sent by National Travel for the Commissioner. One charge is on the invoice that I am paying today and the invoice with the refund will be on the next invoice we receive. Please include both itineraries with the ATR for this particular travel that you are submitting this morning. Thanks. jf

From: Joyce Felix
Sent: Thursday, February 20, 2020 7:56 AM
To: Rebecca Bustamante <Rebecca.Bustamante@TexasAgriculture.gov>
Cc: Ann Martinez <Ann.Martinez@TexasAgriculture.gov>; Irma Rodriguez <Irma.Rodriguez@TexasAgriculture.gov>
Subject: FW: ATRs and Flight Itineraries for Sid Miller
Importance: High

Good morning, Rebecca,

Please send me the requested documentation ASAP today. I am processing the airline invoice and would like to finalize it today and cannot do it without the requested data. Thanks, jf

From: Joyce Felix
Sent: Wednesday, February 19, 2020 10:47 AM
To: Rebecca Bustamante <Rebecca.Bustamante@TexasAgriculture.gov>
Subject: RE: ATRs and Flight Itineraries for Sid Miller
Importance: High

Good morning, Rebecca. I am still in need of all the ATRs mentioned below. Please submit them to TDA Travel and copy me on the email today. Thanks, jf

From: Joyce Felix
Sent: Wednesday, February 12, 2020 5:13 PM
To: Rebecca Bustamante <Rebecca.Bustamante@TexasAgriculture.gov>
Subject: RE: ATRs and Flight Itineraries for Sid Miller

What about 1/14/20?

From: Joyce Felix
Sent: Wednesday, February 12, 2020 4:38 PM
To: Rebecca Bustamante <Rebecca.Bustamante@TexasAgriculture.gov>
Subject: RE: ATRs and Flight Itineraries for Sid Miller

I still need the documentation to pay the invoice because the monies were spent and TDA was billed.

From: Rebecca Bustamante <Rebecca.Bustamante@TexasAgriculture.gov>
Sent: Monday, February 10, 2020 4:42 PM
To: Joyce Felix <Joyce.Felix@TexasAgriculture.gov>
Subject: RE: ATRs and Flight Itineraries for Sid Miller

The flight on 3/12 was cancelled.

Rebecca Bustamante

From: Joyce Felix <Joyce.Felix@TexasAgriculture.gov>
Sent: Monday, February 10, 2020 3:18 PM
To: Rebecca Bustamante <Rebecca.Bustamante@TexasAgriculture.gov>
Subject: ATRs and Flight Itineraries for Sid Miller
Importance: High

Please submit the ATR and Flight information listed in the images below by February 11, 2020 at 3:00 p.m. Please ensure ticket numbers and amounts match. Thanks, jf

AIRLINE	[REDACTED]	551 TX DEPT OF AGRIC CBT	01/14/2020	01/16/2020	55417340015870153893565	A N
						M X
						T F T R N
AIRLINE	[REDACTED]	551 TX DEPT OF AGRIC CBT	01/14/2020	01/16/2020	55417340015870153969126	A N
						M X
						T F T R N

5	AIRLINE	[REDACTED]	551 TX DEPT OF AGRIC CBT	01/14/2020	01/16/2020	55432860015200246777021	S
							9
3							M
7							2
							A
							T
3							F
							C
							F
5	AIRLINE	[REDACTED]	551 TX DEPT OF AGRIC CBT	01/24/2020	01/27/2020	55417340025870253560252	/
							f
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							f
	AIRLINE	[REDACTED]	551 TX DEPT OF AGRIC CBT	01/24/2020	01/27/2020	55432860025200665038416	S
							9
							M
							1
							[
							T
							F
							C
							F

Traveler Type	From	Ticket/Conf No To	Department Airline/Vender Flight	Depart Date AVL	Return Date	Remarks Arrive	Total Fare
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55, 57, 79, 82

DOC No. PT _____

Texas Department of Agriculture
Travel Request for
Out-of-State, International or Washington, D. C.

ATR-401

COMMISSIONER SID MILLER

Form with sections: 1 EMPLOYEE INFORMATION, 2 PURPOSE OF TRAVEL, 3 TRAVEL DATES AND TIME, 4 TRAVEL LOCALE, 5 DESCRIBE SPECIFIC PURPOSE OF TRAVEL. Includes fields for name, title, dates, and expenses.

SECTION A

http://www.oanda.com/convert/classic (Currency converter)

note: this flight was cancelled. RB

Traveler's Name **SID MILLER** Return Date **03/16/2020** Amount **\$1,030.40**

1 TRAVEL EXPENSE ITEMIZATIONS FOR OUT OF STATE (INCLUDING MEXICO AND CANADA) OR WASHINGTON, D. C.												
Locations OUT-of-STATE		PER DIEM (7116)			TRANSPORTATION (BTA – Bill to Agency)							
Departure City	Destination City	Estimated Meal Expense Days X GSA Rate* or Actual	Estimated Lodging Expense Days X GSA Rate* or Actual	Direct Billed Hotel	State Vehicle	Estimated Mileage Expense (7102) (Miles X0.575=Cost)		Commercial Airline Enter 'BTA' or Amount (7111)		Rental Vehicle Enter 'BTA' or Amount (7111)		Parking, Tolls, (7115) or Taxi (7111)
						Miles	Cost		BTA		BTA	
DALLAS, TX	LAS VEGAS, NEVADA	\$ 335.40	\$ 645.00	<input type="checkbox"/>	<input type="checkbox"/>		\$ 0.00		<input checked="" type="checkbox"/>		<input type="checkbox"/>	50.00
LAS VEGAS, NEVADA	DALLAS, TX	\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$ 0.00		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$ 0.00		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$ 0.00		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$ 0.00		<input type="checkbox"/>		<input type="checkbox"/>	
Total		\$ 335.40	\$ 645.00	<input type="checkbox"/>	<input type="checkbox"/>	0.00	\$ 0.00	\$ 0.00	<input type="checkbox"/>	\$ 0.00	<input type="checkbox"/>	\$ 50.00

1 TRAVEL EXPENSE ITEMIZATIONS FOR INTERNATIONAL (7121)												
Locations OUT-of-STATE		PER DIEM			TRANSPORTATION (BTA – Bill to Agency)							
Departure City	Destination City	Estimated Meal Expense Days X US Dept of State International Rate**	Estimated Lodging Expense Days X US Dept of State International Rate**	Direct Billed Hotel	State Vehicle	Estimated Mileage Expense (7102) (Miles X0.575=Cost)		Commercial Airline Enter 'BTA' or Amount		Rental Vehicle Enter 'BTA' or Amount		Parking, Tolls, (7115) or Taxi (7111)
						Miles	Cost		BTA		BTA	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$ 0.00		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$ 0.00		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$ 0.00		<input type="checkbox"/>		<input type="checkbox"/>	
Total		\$ 0.00	\$ 0.00	<input type="checkbox"/>	<input type="checkbox"/>	0.00	\$ 0.00	\$ 0.00	<input type="checkbox"/>	\$ 0.00	<input type="checkbox"/>	\$ 0.00

1 TRAVEL ADVANCE REQUEST, IF NEEDED	
Is travel advance needed?	
<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	If yes, complete form ATR-403 Travel Advance Request form using Totals from above.

Traveler's Name SID MILLER	Return Date 03/16/2020	Amount \$1,030.40
----------------------------	------------------------	-------------------

SECTION E			
1 APPROVALS			
Requesting Employee			Date (mm/dd/yyyy) 1/27/2020
Budget Analyst		<input type="checkbox"/> Approved <input type="checkbox"/> Not approved <input type="checkbox"/> Revise	
Deputy Commissioner (for international, D.C., and for Exec or Senior Staff)		<input type="checkbox"/> Approved <input type="checkbox"/> Not approved <input type="checkbox"/> Revise	
Travel Accountant		<input type="checkbox"/> Reviewed	
Encumbrance Accountant		<input type="checkbox"/> Encumbered	
Travel Accountant		<input type="checkbox"/> File	
Reason for disapproval (please initialize)			
<i>this flight was cancelled.</i>			
RB			
1 SIGNATURE OF SUPERVISOR			
Supervisor Signature	Supervisor Printed Name	<input type="checkbox"/> Approved <input type="checkbox"/> Disapproved <input type="checkbox"/> Revise	Date (mm/dd/yyyy)
Reason(s) for disapproval			
Assistant Commissioner/Regional Director		<input type="checkbox"/> Concur <input type="checkbox"/> Do not concur	Date (mm/dd/yyyy)

SECTION F	
1 CHECKLIST TO BE COMPLETED BY REQUESTING EMPLOYEE	
<input checked="" type="checkbox"/>	ATR-401 Travel Request for Out-of-State, International or Washington, D. C. form
<input type="checkbox"/>	Actual Expenses Approval
<input type="checkbox"/>	ATR-402 OSFR Report of State Agency Travel to Washington, D. C.
<input type="checkbox"/>	ATR-403 Travel Advance Request form (only if travel advance needed)

 Southwest Airlines - Flight Number 2325 Confirmation: NSAFW5

Departure: Wed, 03/18/2020 1:30 PM Departure City: Austin, TX (AUS) Departing Terminal: Status: Cancelled	Arrival: Wed, 03/18/2020 2:30 PM Arrival City: Harlingen, TX (HRL) Arrival Terminal: Class of Service: Y - Economy	Equipment: 73W Travel Time: 1 hour(s) 0 minute(s) Add flight to Calendar Baggage Info Weather 
--	---	--

Seat Assignments:

 Southwest Airlines - Flight Number 2574 Confirmation: NSAFW5

Departure: Fri, 03/20/2020 12:10 PM Departure City: Harlingen, TX (HRL) Departing Terminal: Status: Cancelled	Arrival: Fri, 03/20/2020 1:15 PM Arrival City: Houston Hobby, TX (HOU) Arrival Terminal: Class of Service: C - C	Equipment: 73W Travel Time: 1 hour(s) 5 minute(s) Add flight to Calendar Baggage Info Weather 
--	---	--

Seat Assignments:

 Southwest Airlines - Flight Number 0494 Confirmation: NSAFW5

Departure: Fri, 03/20/2020 2:20 PM Departure City: Houston Hobby, TX (HOU) Departing Terminal: Status: Cancelled	Arrival: Fri, 03/20/2020 3:10 PM Arrival City: Austin, TX (AUS) Arrival Terminal: Class of Service: C - C	Equipment: 73W Travel Time: 0 hour(s) 50 minute(s) Add flight to Calendar Baggage Info Weather 
---	--	---

Seat Assignments:

Other

Date: Fri, 03/20/2020 **City:** Austin, TX
 SOUTHWEST ELECTRONIC TICKET SI-CONFO NBR NSAFW5

Invoice Detail

Southwest Airlines	03/17/2020	Amount: \$491.96
Invoice Number: 0448498		
Professional Fee: 8900797053424	Issue Date: 03/17/2020	Amount: \$5.00
		Total Fare: USD \$5.00

Your total has been charged to Mastercard ending In XXXXXXXXXX
 All charges will be billed and appear separately on your statement

Exchange Detail

New Ticket Number:	Issue Date: 3/17/2020	New Airfare: \$491.96
Original Ticket Number:		Original Airfare: -\$151.58
		Airline Change Fee: \$0.00

Amount Charged: \$340.38

Refund Detail

Ticket Number:	5262181765520	Amount:	\$284.98	
Penalty Amount:			\$0.00	
			Total Refund:	\$284.98

Frequent Flyer Info

Southwest Airlines

General Remarks

PLEASE VERIFY THE DATES, TIME AND LEGAL NAME
OF THE TRAVEL THAT HAS BEEN PREPARED FOR
YOU. IF THERE ARE ANY MISTAKES PLEASE
ADVISE WITHIN 24 HOURS. NATIONAL TRAVEL WILL
NOT BE HELD RESPONSIBLE FOR ANY CHANGE FEES
OR ADDITIONAL CHARGES TO CORRECT ANY MISTAKES,
THAT ARE NOT REPORTED WITHIN 24 HOURS OF TICKET
BEING ISSUED
FARES ARE SUBJECT TO CHANGE UNTIL TICKETED

ANY ERROR WITH THIS ITINERARY OR NAMES
MUST BE BROUGHT TO OUR ATTENTION BY THE
CLOSE OF BUSINESS, THE DAY TICKETS ARE
PURCHASED OR WE WILL NOT BE LIABLE FOR
MISTAKES

PLEASE RE-CONFIRM FLIGHTS 24 HOURS IN ADVANCE
AS SCHEDULE CHANGES MAY HAVE OCCURRED.

FOR EMERGENCY SERVICE BETWEEN 500PM AND 800AM
PLEASE CALL 800-542-0452

PLEASE BE ADVISED THAT MOST MAJOR AIRLINE CARRIERS
HAVE INSTITUTED FEES ON CHECKED LUGGAGE INCLUDING
FIRST AND SECOND BAGS. PLEASE CONTACT YOUR AGENT
IMMEDIATELY TO VERIFY THE CHECKED LUGGAGE FEES
THAT MAY APPLY TO THIS ITINERARY.

THANK YOU FOR CHOOSING NATIONAL TRAVEL SYSTEMS.

INVOICE BILLED TO CC

EXCEPTION CODE B

YOUR NONREFUNDABLE FARE IS 491.96

APPLIED FUNDS

ADDITIONAL AIRFARE COLLECTED 340.38

PLUS A 5.00 SERVICE FEE



National Travel Systems, LP
4314 S Loop 289
Ste 300
Lubbock, TX 79413

82

If email attachments are not compatible with your company calendar configuration, click on the links below to add to your calendar.

For a single calendar entry click [here](#)

Travel Itinerary

Agency Booking Confirmation Number: **MXMYDW**

Passenger Names

MILLER/SIDNEY CARROLL

Please verify that everything is correct on this itinerary. If there are any mistakes you must advise National Travel Systems within 24 hours. We will not be held responsible for any change fees or additional charges to correct any mistakes that are not reported within 24 hours of the ticket being issued.

All ticketed flights must be cancelled prior to departure. Failure to do so could result in the cancellation of the entire itinerary and loss of the ticket value.

Please reconfirm your flights 24 hours prior to departure

Southwest Airlines - Flight Number 2325		Confirmation: NSAFW5
Departure: Wed, 03/18/2020 1:30 PM Departure City: Austin, TX (AUS) Departing Terminal: Status: Cancelled	Arrival: Wed, 03/18/2020 2:30 PM Arrival City: Harlingen, TX (HRL) Arrival Terminal: Class of Service: Y - Economy	Equipment: 73W Travel Time: 1 hour(s) 0 minute(s) Add flight to Calendar Baggage Info Weather <input type="button" value="CHECK IN NOW"/>
Seat Assignments:		
Southwest Airlines - Flight Number 2574		Confirmation: NSAFW5
Departure: Fri, 03/20/2020 12:10 PM Departure City: Harlingen, TX (HRL) Departing Terminal: Status: Cancelled	Arrival: Fri, 03/20/2020 1:15 PM Arrival City: Houston Hobby, TX (HOU) Arrival Terminal: Class of Service: C - C	Equipment: 73W Travel Time: 1 hour(s) 5 minute(s) Add flight to Calendar Baggage Info Weather <input type="button" value="CHECK IN NOW"/>
Seat Assignments:		
Southwest Airlines - Flight Number 0494		Confirmation: NSAFW5
Departure: Fri, 03/20/2020 2:20 PM Departure City: Houston Hobby, TX (HOU) Departing Terminal: Status: Cancelled	Arrival: Fri, 03/20/2020 3:10 PM Arrival City: Austin, TX (AUS) Arrival Terminal: Class of Service: C - C	Equipment: 73W Travel Time: 0 hour(s) 50 minute(s) Add flight to Calendar Baggage Info Weather <input type="button" value="CHECK IN NOW"/>
Seat Assignments:		
Other		
Date: Fri, 03/20/2020 City: Austin, TX SOUTHWEST ELECTRONIC TICKET SI-CONFO NBR NSAFW5		

Invoice Detail

Southwest Airlines	03/17/2020	Amount: \$491.96
Invoice Number: 0448498		
Professional Fee: 8900797053424	Issue Date: 03/17/2020	Amount: \$5.00
		Total Fare: USD \$5.00

Your total has been charged to Mastercard ending In [REDACTED]
 All charges will be billed and appear separately on your statement

Exchange Detail

New Ticket Number:	Issue Date: 3/17/2020	New Airfare: \$491.96
Original Ticket Number:		Original Airfare: -\$151.58
		Airline Change Fee: \$0.00
		Amount Charged: \$340.38

Refund Detail

Ticket Number:	5262181765520	Amount: \$284.98
Penalty Amount:		\$0.00
		Total Refund: \$284.98

Frequent Flyer Info

Southwest Airlines [REDACTED]

General Remarks

 PLEASE VERIFY THE DATES, TIME AND LEGAL NAME
 OF THE TRAVEL THAT HAS BEEN PREPARED FOR
 YOU. IF THERE ARE ANY MISTAKES PLEASE
 ADVISE WITHIN 24 HOURS. NATIONAL TRAVEL WILL
 NOT BE HELD RESPONSIBLE FOR ANY CHANGE FEES
 OR ADDITIONAL CHARGES TO CORRECT ANY MISTAKES,
 THAT ARE NOT REPORTED WITHIN 24 HOURS OF TICKET
 BEING ISSUED
 FARES ARE SUBJECT TO CHANGE UNTIL TICKETED

 ANY ERROR WITH THIS ITINERARY OR NAMES
 MUST BE BROUGHT TO OUR ATTENTION BY THE
 CLOSE OF BUSINESS, THE DAY TICKETS ARE
 PURCHASED OR WE WILL NOT BE LIABLE FOR
 MISTAKES

 PLEASE RE-CONFIRM FLIGHTS 24 HOURS IN ADVANCE
 AS SCHEDULE CHANGES MAY HAVE OCCURRED.

 FOR EMERGENCY SERVICE BETWEEN 500PM AND 800AM
 PLEASE CALL 800-542-0452

 PLEASE BE ADVISED THAT MOST MAJOR AIRLINE CARRIERS
 HAVE INSTITUTED FEES ON CHECKED LUGGAGE INCLUDING
 FIRST AND SECOND BAGS. PLEASE CONTACT YOUR AGENT
 IMMEDIATELY TO VERIFY THE CHECKED LUGGAGE FEES
 THAT MAY APPLY TO THIS ITINERARY.
 THANK YOU FOR CHOOSING NATIONAL TRAVEL SYSTEMS.

 INVOICE BILLED TO CC [REDACTED]
 EXCEPTION CODE B
 YOUR NONREFUNDABLE FARE IS 491.96
 APPLIED FUNDS
 ADDITIONAL AIRFARE COLLECTED 340.38
 PLUS A 5.00 SERVICE FEE

• Booking another flight @
NATIONAL TRAVEL
 Commission expense. - RB

Created 1/24/2020 10:52 AM CST
 National Travel Systems, LP
 4314 S Loop 289
 Ste 300
 Lubbock, TX 79413

1/31/2020
 This flight was cancelled @ Tom
 advice. - RB

If email attachments are not compatible with your company calendar configuration, click on the links below to add to your calendar.
 For a single calendar entry click [here](#)

Travel Itinerary
 Agency Booking Confirmation Number: MLRTDV

Passenger Names
 MILLER/SIDNEY CARROLL

Please verify that everything is correct on this itinerary. If there are any mistakes you must advise National Travel Systems within 24 hours. We will not be held responsible for any change fees or additional charges to correct any mistakes that are not reported within 24 hours of the ticket being issued.

All ticketed flights must be cancelled prior to departure. Failure to do so could result in the cancellation of the entire itinerary and loss of the ticket value.

Please reconfirm your flights 24 hours prior to departure

Southwest Airlines - Flight Number 2475 Confirmation: OT4GV4

Departure: Thu, 03/12/2020 1:30 PM	Arrival: Thu, 03/12/2020 2:25 PM	Equipment: 73W
Departure City: Dallas-Love Field, TX (DAL)	Arrival City: Las Vegas, NV (LAS)	
Departing Terminal: TERMINAL 1	Arrival Terminal: TERMINAL 1	Travel Time: 2 hour(s) 55 minute(s)
Status: Confirmed	Class of Service: H - Economy	Add flight to Calendar
		Baggage Info
		Weather
		CHECK IN NOW

Seat Assignments:

Southwest Airlines - Flight Number 2520 Confirmation: OT4GV4

Departure: Tue, 03/17/2020 8:45 AM	Arrival: Tue, 03/17/2020 1:25 PM	Equipment: 73H
Departure City: Las Vegas, NV (LAS)	Arrival City: Dallas-Love Field, TX (DAL)	
Departing Terminal: TERMINAL 1	Arrival Terminal: TERMINAL 1	Travel Time: 2 hour(s) 40 minute(s)
Status: Confirmed	Class of Service: N - Economy	Add flight to Calendar
		Baggage Info
		Weather
		CHECK IN NOW

Seat Assignments:

Other

Date: Tue, 03/17/2020	City: Dallas-Love Field, TX
SERVICE FEE	

Invoice Detail

Name: MILLER/SIDNEY CARROLL		
Southwest Airlines Ticket: 5262164611915	Issue Date: 01/24/2020	Amount: \$491.96
Invoice Number: 0445714		
Professional Fee: 8900794508920	Issue Date: 01/24/2020	Amount: \$11.79
Your total has been charged to Mastercard ending in [REDACTED]		Total Fare: USD \$503.75

Frequent Flyer Info

Southwest Airlines [REDACTED]

General Remarks

PLEASE VERIFY THE DATES, TIME AND LEGAL NAME
OF THE TRAVEL THAT HAS BEEN PREPARED FOR
YOU. IF THERE ARE ANY MISTAKES PLEASE
ADVISE WITHIN 24 HOURS. NATIONAL TRAVEL WILL
NOT BE HELD RESPONSIBLE FOR ANY CHANGE FEES
OR ADDITIONAL CHARGES TO CORRECT ANY MISTAKES,
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BEING ISSUED
FARES ARE SUBJECT TO CHANGE UNTIL TICKETED

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MUST BE BROUGHT TO OUR ATTENTION BY THE
CLOSE OF BUSINESS, THE DAY TICKETS ARE
PURCHASED OR WE WILL NOT BE LIABLE FOR
MISTAKES

PLEASE RE-CONFIRM FLIGHTS 24 HOURS IN ADVANCE
AS SCHEDULE CHANGES MAY HAVE OCCURRED.

FOR EMERGENCY SERVICE BETWEEN 500PM AND 800AM
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FIRST AND SECOND BAGS. PLEASE CONTACT YOUR AGENT
IMMEDIATELY TO VERIFY THE CHECKED LUGGAGE FEES
THAT MAY APPLY TO THIS ITINERARY.

THANK YOU FOR CHOOSING NATIONAL TRAVEL SYSTEMS.

INVOICE BILLED TO CC [REDACTED]

YOUR NONREFUNDABLE FARE IS 491.96

PLUS A SERVICE FEE OF 11.79

EXCEPTION CODE B

Joyce Felix

From: Rebecca Bustamante
Sent: Tuesday, March 17, 2020 11:23 AM
To: TDA Travel; Joyce Felix
Subject: FW: MILLER 284.98 REFUNDED 206.98 FUTURE CREDIT
Attachments: MXMYDW.pdf; WN Flight number 2325 AUS HRL Departs 130 PM (Local Time) SIDNEY CARROLL MILLER.ics; WN Flight number 2574 HRL HOU Departs 1210 PM (Local Time) SIDNEY CARROLL MILLER.ics; WN Flight number 0494 HOU AUS Departs 220 PM (Local Time) SIDNEY CARROLL MILLER.ics; MXMYDW.txt

Joyce, Commissioner's travel was cancelled today.

Rebecca Bustamante

From: bjenkins@nationalTravelsystems.com <bjenkins@nationaltravelsystems.com>
Sent: Tuesday, March 17, 2020 10:01 AM
To: Rebecca Bustamante <Rebecca.Bustamante@TexasAgriculture.gov>
Subject: MILLER 284.98 REFUNDED 206.98 FUTURE CREDIT

WARNING: This email originated from outside of the Texas Department of Agriculture email system. DO NOT click links or open attachments unless you expect them from the sender and know the content is safe.

Created 3/17/2020 10:00 AM CDT



National Travel Systems, LP
4314 S Loop 289
Ste 300
Lubbock, TX 79413

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For a single calendar entry click [here](#)

Travel Itinerary

Agency Booking Confirmation Number: **MXMYDW**

Passenger Names

MILLER/SIDNEY CARROLL

Please verify that everything is correct on this itinerary. If there are any mistakes you must advise National Travel Systems within 24 hours. We will not be held responsible for any change fees or additional charges to correct any mistakes that are not reported within 24 hours of the ticket being issued.

All ticketed flights must be cancelled prior to departure. Failure to do so could result in the cancellation of the entire itinerary and loss of the ticket value.

Please reconfirm your flights 24 hours prior to departure

RE: MILLER 284.98 REFUNDED 206.98 FUTURE CREDIT & 5 Fee

Joyce Felix

To: Rebecca Bustamante; Debra Ramirez

79

Reply

Reply All

Forward

...

Tue 4/14/2020 2:29 PM

 This item will expire in 14 days. To keep this item longer apply a different Retention Policy.
This message was sent with High importance.

Attached are the links to the ATR 400 and 401. Please complete and have approved the appropriate form and return it to me ASAP. Thanks, jf

http://intranet.texasagriculture.gov/Portals/0/forms/FS/Travel/atr_400_travel_request_in_state_after_010120.doc

http://intranet.texasagriculture.gov/Portals/0/forms/FS/Travel/atr_401_travel_request_out_of_state_after_010120.doc

From: TDA Travel

Sent: Tuesday, April 14, 2020 1:27 PM

To: Rebecca Bustamante <Rebecca.Bustamante@TexasAgriculture.gov>; TDA Travel <TDATravel@TexasAgriculture.gov>; Debra Ramirez <Debra.Ramirez@TexasAgriculture.gov>

Subject: RE: MILLER 284.98 REFUNDED 206.98 FUTURE CREDIT

Please send the ATRs. Thanks, jf

From: Rebecca Bustamante <Rebecca.Bustamante@TexasAgriculture.gov>

Sent: Wednesday, April 1, 2020 10:45 AM

To: TDA Travel <TDATravel@TexasAgriculture.gov>; Debra Ramirez <Debra.Ramirez@TexasAgriculture.gov>

Subject: RE: MILLER 284.98 REFUNDED 206.98 FUTURE CREDIT

Yes, I will have an ATR.

I will get it to you when I come in the office next Tuesday.

Working from home – but going in once a week.

Thanks,
Rebecca Bustamante

From: TDA Travel <TDATravel@TexasAgriculture.gov>

Sent: Wednesday, April 1, 2020 9:07 AM

To: Rebecca Bustamante <Rebecca.Bustamante@TexasAgriculture.gov>

Subject: RE: MILLER 284.98 REFUNDED 206.98 FUTURE CREDIT

Rebecca,


TX-TDA-21-0913-A-000118

Do you have an ATR to save the cancellations to? That would help a lot in keeping everything together

RE: MILLER 284.98 REFUNDED 206.98 FUTURE CREDIT

79

TDA Travel

To Rebecca Bustamante; TDA Travel; Debra Ramirez

 This item will expire in 14 days. To keep this item longer apply a different Retention Policy.

Please send the ATRs. Thanks, jf

From: Rebecca Bustamante <Rebecca.Bustamante@TexasAgriculture.gov>

Sent: Wednesday, April 1, 2020 10:45 AM

To: TDA Travel <TDATravel@TexasAgriculture.gov>; Debra Ramirez <Debra.Ramirez@TexasAgriculture.gov>

Subject: RE: MILLER 284.98 REFUNDED 206.98 FUTURE CREDIT

Yes, I will have an ATR.

I will get it to you when I come in the office next Tuesday.

Working from home – but going in once a week.

Thanks,

Rebecca Bustamante

From: TDA Travel <TDATravel@TexasAgriculture.gov>

Sent: Wednesday, April 1, 2020 9:07 AM

To: Rebecca Bustamante <Rebecca.Bustamante@TexasAgriculture.gov>

Subject: RE: MILLER 284.98 REFUNDED 206.98 FUTURE CREDIT

Rebecca,

Do you have an ATR to save the cancellations to? That would help a lot in keeping everything together.

Thank you.

Debra Ramirez

Travel Coordinator

Texas Department of Agriculture

Phone: 512-463-7036

Email: debra.ramirez@texasagriculture.gov

TX-TDA-21-0913-A-000119

ATR & Flight Itinerary for Sid Miller for a \$5 fee Ticket Number 89007970534243 (Revision Date 3/17/20)

Joyce Felix

To [Rebecca Bustamante](#)

↩ Reply
↶ Reply All
➔ Forward
⋮

Thu 4/9/2020 2:09 PM

79

i This item will expire in 14 days. To keep this item longer apply a different Retention Policy.
 This message was sent with High importance.

Please send the abovementioned approved travel form and supporting documents to TDA Travel and copy me by noon on Monday, April 13, 2020.

Most staff are working at home. To get me the requested forms if they didn't have it saved on their shared drive, would complete a new form and have staff sign it again, scan and/or electronically sign it and then sign it once you return to the office. Jf

551 TX DEPT OF AGRIC CBT	03/17/2020	03/19/2020	55417340078870782237105	AGENT FEE 89007970534243 NATIONAL TRAV TX	5 USD	5	79		PAY
				MILLER/SIDNEY C DEPARTURE 03-17-20					
				XAA XD X XAO					
				Total Fare Amount 0 Total Tax Amount 0 Total Fee Amount 0 Travel Agency Code: 45542571 Travel Agency Name NATIONAL TRAVEL Issuing Carrier:XD Ticket					
551 TX DEPT OF AGRIC CBT	03/12/2020	03/16/2020	55417340073870733693948	AGENT FEE 89007969751621 NATIONAL TRAV TX	5 USD	5	55		PAY
				MILLER/SIDNEY C DEPARTURE 03-12-20					
				XAA XD X XAO					
				Total Fare Amount 0 Total Tax Amount 0 Total Fee Amount 0 Travel Agency Code: 45542571 Travel Agency Name NATIONAL TRAVEL Issuing Carrier:XD Ticket Number:89007969751621 Flight Number:10000					

Joyce Felix

82

Reply Reply All Forward ...

Thu 4/9/2020 3:58 PM

To: Rebecca Bustamante; Debra Ramirez

 This item will expire in 14 days. To keep this item longer apply a different Retention Policy.
This message was sent with High importance.

Rebecca,

Have you sent the ATR yet? I didn't see it in the Travel folder. Can you please send by noon on Monday, April 13, 2020? Thanks, jf

From: Rebecca Bustamante <Rebecca.Bustamante@TexasAgriculture.gov>
Sent: Wednesday, April 1, 2020 10:45 AM
To: TDA Travel <TDATravel@TexasAgriculture.gov>; Debra Ramirez <Debra.Ramirez@TexasAgriculture.gov>
Subject: RE: MILLER 284.98 REFUNDED 206.98 FUTURE CREDIT

Yes, I will have an ATR.

I will get it to you when I come in the office next Tuesday.

Working from home – but going in once a week.

Thanks,
Rebecca Bustamante

From: TDA Travel <TDATravel@TexasAgriculture.gov>
Sent: Wednesday, April 1, 2020 9:07 AM
To: Rebecca Bustamante <Rebecca.Bustamante@TexasAgriculture.gov>
Subject: RE: MILLER 284.98 REFUNDED 206.98 FUTURE CREDIT

Rebecca,

Do you have an ATR to save the cancellations to? That would help a lot in keeping everything together.

Thank you.

*Debra Ramirez
Travel Coordinator
Texas Department of Agriculture
Phone: 512-463-7036
Email: debra.ramirez@texasagriculture.gov*

TX-TDA-21-0913-A-000121

ATR & Flight Itinerary for Sid Miller for a \$5 fee Ticket Number 89007970534243 (Revision Date 3/17/20)

Joyce Felix
To Rebecca Bustamante

55

↩ Reply
↩ Reply All
➔ Forward
⋮

Thu 4/9/2020 2:09 PM

 This item will expire in 14 days. To keep this item longer apply a different Retention Policy. This message was sent with High importance.

Please send the abovementioned approved travel form and supporting documents to TDA Travel and copy me by noon on Monday, April 13, 2020.

Most staff are working at home. To get me the requested forms if they didn't have it saved on their shared drive, would complete a new form and have staff sign it again, scan and/or electronically sign it and then sign it once you return to the office. Jf

551 TX DEPT OF AGRIC CBT	03/17/2020	03/19/2020	55417340078870782237105	AGENT FEE 89007970534243 NATIONAL TRAV TX	5 USD	5	79		PAY
				MILLER/SIDNEY C DEPARTURE 03-17-20 XAA XD X XAO					
				Total Fare Amount:0 Total Tax Amount:0 Total Fee Amount:0 Travel Agency Code:45542571 Travel Agency Name:NATIONAL TRAVEL Issuing Carrier:XD Ticket					

551 TX DEPT OF AGRIC CBT	03/12/2020	03/16/2020	55417340073870733693948	AGENT FEE 89007969751621 NATIONAL TRAV TX	5 USD	5	55		PAY
				MILLER/SIDNEY C DEPARTURE 03-12-20 XAA XD X XAO					
				Total Fare Amount:0 Total Tax Amount:0 Total Fee Amount:0 Travel Agency Code:45542571 Travel Agency Name:NATIONAL TRAVEL Issuing Carrier:XD Ticket Number 89007969751621 Flight Number 10000					

AMERICAN
OVERSIGHT

TX-TDA-21-0913-A-000122



COMMISSIONER SID MILLER

Texas Department of Agriculture
Travel Request for
Out-of-State, International or Washington, D. C.

DOC No. PT _____

ATR-401

Form with sections: 1 EMPLOYEE INFORMATION, 2 PURPOSE OF TRAVEL, 3 TRAVEL DATES AND TIME, 4 TRAVEL LOCALE, 5 DESCRIBE SPECIFIC PURPOSE OF TRAVEL. Includes fields for name, title, dates, and travel expenses.

http://www.oanda.com/convert/classic (Currency converter)

Traveler's Name SID MILLER	Return Date 05/12/2020	Amount \$504.15
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SECTION B ¹ TRAVEL EXPENSE ITEMIZATIONS FOR OUT OF STATE (INCLUDING MEXICO AND CANADA) OR WASHINGTON, D. C.												
Locations OUT-of-STATE		PER DIEM (7116)			TRANSPORTATION (BTA – Bill to Agency)							
Departure City	Destination City	Estimated Meal Expense Days X GSA Rate* or Actual	Estimated Lodging Expense Days X GSA Rate* or Actual	Direct Billed Hotel	State Vehicle	Estimated Mileage Expense (7102) (Miles X0.575=Cost)		Commercial Airline Enter 'BTA' or Amount (7111)		Rental Vehicle Enter 'BTA' or Amount (7111)		Parking, Tolls, (7115) or Taxi (7111)
						Miles	Cost		BTA		BTA	
DFW	Denver, Co	\$ 45.00	\$ 119.00	<input checked="" type="checkbox"/>	<input type="checkbox"/>	101.00	\$ 58.08		<input type="checkbox"/>		<input type="checkbox"/>	
Denver, Co	Denver, Co	\$ 60.00	\$ 119.00	<input checked="" type="checkbox"/>	<input type="checkbox"/>		\$ 0.00		<input type="checkbox"/>		<input type="checkbox"/>	
Denver, Co	DFW	\$ 45.00	\$	<input type="checkbox"/>	<input type="checkbox"/>	101.00	\$ 58.08		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$ 0.00		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$ 0.00		<input type="checkbox"/>		<input type="checkbox"/>	
Total		\$ 150.00	\$ 238.00	<input type="checkbox"/>	<input type="checkbox"/>	202.00	\$ 116.15	\$ 0.00	<input type="checkbox"/>	\$ 0.00	<input type="checkbox"/>	\$ 0.00

SECTION C ¹ TRAVEL EXPENSE ITEMIZATIONS FOR INTERNATIONAL (7121)												
Locations OUT-of-STATE		PER DIEM			TRANSPORTATION (BTA – Bill to Agency)							
Departure City	Destination City	Estimated Meal Expense Days X US Dept of State International Rate**	Estimated Lodging Expense Days X US Dept of State International Rate**	Direct Billed Hotel	State Vehicle	Estimated Mileage Expense (7102) (Miles X0.575=Cost)		Commercial Airline Enter 'BTA' or Amount		Rental Vehicle Enter 'BTA' or Amount		Parking, Tolls, (7115) or Taxi (7111)
						Miles	Cost		BTA		BTA	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$ 0.00		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$ 0.00		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$ 0.00		<input type="checkbox"/>		<input type="checkbox"/>	
Total		\$ 0.00	\$ 0.00	<input type="checkbox"/>	<input type="checkbox"/>	0.00	\$ 0.00	\$ 0.00	<input type="checkbox"/>	\$ 0.00	<input type="checkbox"/>	\$ 0.00

SECTION D ¹ TRAVEL ADVANCE REQUEST, IF NEEDED											
Is travel advance needed? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, complete form ATR-403 Travel Advance Request form using Totals from above.											
Total for Meals \$ 150.00 Total for Lodging \$ 238.00 Total Parking, Tolls, or Taxi \$ 0.00											
TOTAL EXPENSES: \$ 388.00 80%= Maximum Advance Amount \$ 310.40											

*Attach a hard copy of the GSA per Diem rate to this request, found at http://www.gsa.gov/Portal/gsa/ep/contentView.do?contentId=17943&contentType=GSA_BASIC.

**Attach a hard copy of the US Department of State International Rate to this request, found at http://aoprals.state.gov/web920/per_diem_action.asp?MenuHide=1&CountryCode=1114.

Traveler's Name SID MILLER	Return Date 05/12/2020	Amount \$504.15
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SECTION E	¹ APPROVALS		
	Requesting Employee		Date (mm/dd/yyyy) 5/7/2020
	Budget Analyst	<input type="checkbox"/> Approved <input type="checkbox"/> Not approved <input type="checkbox"/> Revise	
	Deputy Commissioner (for international, D.C., and for Exec or Senior Staff)	<input type="checkbox"/> Approved <input type="checkbox"/> Not approved <input type="checkbox"/> Revise	
	Travel Accountant	<input type="checkbox"/> Reviewed	
	Encumbrance Accountant	<input type="checkbox"/> Encumbered	
	Travel Accountant	<input type="checkbox"/> File	
	Reason for disapproval (please initialize)		
	¹ SIGNATURE OF SUPERVISOR		
	Supervisor Signature	Supervisor Printed Name	<input type="checkbox"/> Approved <input type="checkbox"/> Disapproved <input type="checkbox"/> Revise
Reason(s) for disapproval			
Assistant Commissioner/Regional Director	<input type="checkbox"/> Concur <input type="checkbox"/> Do not concur	Date (mm/dd/yyyy)	

SECTION F	¹ CHECKLIST TO BE COMPLETED BY REQUESTING EMPLOYEE	
	<input type="checkbox"/> ATR-401 Travel Request for Out-of-State, International or Washington, D. C. form	
	<input type="checkbox"/> Actual Expenses Approval	
	<input type="checkbox"/> ATR-402 OSFR Report of State Agency Travel to Washington, D. C.	
	<input type="checkbox"/> ATR-403 Travel Advance Request form (only if travel advance needed)	



NATIONAL TRAVEL

Remittance Address:
 National Travel Systems, LP
 4314 S Loop 289 Ste 300
 Lubbock, TX 79413
 accounting@nationaltravelsystems.com

Tx Dept Of Agriculture

Sale Invoice No: 448949
 Date Issued: 5/6/2020
 Agent: Binke Jenkins

Traveler	Ticket/Conf No	Department	Depart Date	Return Date	Remarks	Total Fare	
Type	From	To	Airline/Vendor	Flight	A/L	Depart	Arrive
Miller/Sidney Carroll	0797236017	Arc Services Fees	5/6/2020				
Service Fee							5.00
Miller/Sidney Carroll	K2BSEC	Southwest Airlines Inc.	5/10/2020	5/12/2020			
Dom. Air							90.98
DAL Dallas	DEN Denver	1495	WN	5/10/2020	4:45 PM	5/10/2020	6:00 PM
DEN Denver	DAL Dallas	43	WN	5/12/2020	1:15 PM	5/12/2020	4:10 PM

Payments Applied To This Invoice				
██████████	Received	5/6/2020	Pymt For Inv #448949	-90.98
██████████	Received	5/6/2020	Pymt For Inv #448949	-5.00
				-95.98

Invoice Total 95.98
Payment Total -95.98
Balance Due 0.00



National Travel Systems, LP
4314 S Loop 289
Ste 300
Lubbock, TX 79413

If email attachments are not compatible with your company calendar configuration, click on the links below to add to your calendar.

For a single calendar entry click [here](#)

Travel Itinerary

Agency Booking Confirmation Number: **WDEZYM**

Passenger Names

MILLER/SIDNEY CARROLL

Please verify that everything is correct on this itinerary. If there are any mistakes you must advise National Travel Systems within 24 hours. We will not be held responsible for any change fees or additional charges to correct any mistakes that are not reported within 24 hours of the ticket being issued.

All ticketed flights must be cancelled prior to departure. Failure to do so could result in the cancellation of the entire itinerary and loss of the ticket value.

Please reconfirm your flights 24 hours prior to departure

Southwest Airlines - Flight Number 1495		Confirmation: K2BSEC
Departure: Sun, 05/10/2020 4:45 PM Departure City: Dallas-Love Field, TX (DAL) Departing Terminal: TERMINAL 1 Status: Confirmed	Arrival: Sun, 05/10/2020 6:00 PM Arrival City: Denver, CO (DEN) Arrival Terminal: Class of Service: C - C	Equipment: 73H Travel Time: 2 hour(s) 15 minute(s) Add flight to Calendar Baggage Info Weather <input type="button" value="CHECK IN NOW"/>
Seat Assignments:		

Southwest Airlines - Flight Number 0043		Confirmation: K2BSEC
Departure: Tue, 05/12/2020 1:15 PM Departure City: Denver, CO (DEN) Departing Terminal: Status: Confirmed	Arrival: Tue, 05/12/2020 4:10 PM Arrival City: Dallas-Love Field, TX (DAL) Arrival Terminal: TERMINAL 1 Class of Service: C - C	Equipment: 73W Travel Time: 1 hour(s) 55 minute(s) Add flight to Calendar Baggage Info Weather <input type="button" value="CHECK IN NOW"/>
Seat Assignments:		

Other

Date: Tue, 05/12/2020 City: Dallas-Love Field, TX SOUTHWEST ELECTRONIC TICKET SI-CONFO NBR K2BSEC

Invoice Detail

Southwest Airlines 05/6/2020 Invoice Number: 0448949 Professional Fee: 8900797236017 Issue Date: 05/6/2020	Amount: \$297.96 Amount: \$5.00 Total Fare: USD \$5.00
Your total has been charged to Mastercard ending In [REDACTED] All charges will be billed and appear separately on your statement	

Exchange Detail

New Ticket Number: Original Ticket Number:	Issue Date: 5/6/2020	New Airfare: \$297.96 Original Airfare: -\$206.98 Airline Change Fee: \$0.00 Amount Charged: \$90.98
---	-----------------------------	---

Frequent Flyer Info

Southwest Airlines [REDACTED]

TX-TDA-21-0913-A-000127



General Remarks

.....
PLEASE VERIFY THE DATES, TIME AND LEGAL NAME
OF THE TRAVEL THAT HAS BEEN PREPARED FOR
YOU. IF THERE ARE ANY MISTAKES PLEASE
ADVISE WITHIN 24 HOURS. NATIONAL TRAVEL WILL
NOT BE HELD RESPONSIBLE FOR ANY CHANGE FEES
OR ADDITIONAL CHARGES TO CORRECT ANY MISTAKES,
THAT ARE NOT REPORTED WITHIN 24 HOURS OF TICKET
BEING ISSUED

FARES ARE SUBJECT TO CHANGE UNTIL TICKETED
.....

.....
ANY ERROR WITH THIS ITINERARY OR NAMES
MUST BE BROUGHT TO OUR ATTENTION BY THE
CLOSE OF BUSINESS, THE DAY TICKETS ARE
PURCHASED OR WE WILL NOT BE LIABLE FOR
MISTAKES
.....

PLEASE RE-CONFIRM FLIGHTS 24 HOURS IN ADVANCE
AS SCHEDULE CHANGES MAY HAVE OCCURRED.
.....

FOR EMERGENCY SERVICE BETWEEN 500PM AND 800AM
PLEASE CALL 800-542-0452
.....

PLEASE BE ADVISED THAT MOST MAJOR AIRLINE CARRIERS
HAVE INSTITUTED FEES ON CHECKED LUGGAGE INCLUDING
FIRST AND SECOND BAGS. PLEASE CONTACT YOUR AGENT
IMMEDIATELY TO VERIFY THE CHECKED LUGGAGE FEES
THAT MAY APPLY TO THIS ITINERARY.

THANK YOU FOR CHOOSING NATIONAL TRAVEL SYSTEMS.

INVOICE BILLED TO CC [REDACTED]

EXCEPTION CODE B

YOUR NONREFUNDABLE FARE IS 297.96

APPLIED FUNDS 206.98

TOTAL CHARGE 90.98

PLUS A 5.00 FEE

NATIONAL TRAVEL

Remittance Address:
 National Travel Systems, LP
 4314 S Loop 289 Ste 300
 Lubbock, TX 79413
 accounting@nationaltravelsystems.com

Tx Dept Of Agriculture

Sale Invoice No: 686159
 Date Issued: 4/15/2021
 Agent: Binke Jenkins

Traveler	Ticket/Conf No	Department	Depart Date	Return Date	Remarks	Total Fare
Type	From To	Airline/Vendor	Flight A/L	Depart	Arrive	
Miller/Sidney Carroll	0786199296	Arc Services Fees	4/15/2021			5.00
Service Fee						

Payments Applied To This Invoice						
	Received	4/15/2021	Pymt For Inv #686159			-5.00

Invoice Total 5.00
Payment Total -5.00
Balance Due 0.00

NATIONAL TRAVEL

Remittance Address:
 National Travel Systems, LP
 4314 S Loop 289 Ste 300
 Lubbock, TX 79413
 accounting@nationaltravelsystems.com

Tx Dept Of Agriculture

Refund Invoice No: 685921
 Date Issued: 4/15/2021
 Agent: Binke Jenkins

Traveler	Department	Depart Date	Return Date	Remarks	Total Fare	
Type	Airline/Vendor	Flight	A/L	Depart	Arrive	
From	To					
Miller/Sidney Carroll	American Airlines Inc			4/16/2021	4/20/2021	-652.90
Intl Air	7520930104					
DFW Dallas	MIA Miami	2567	AA	4/16/2021 6:00 AM	4/16/2021 9:45 AM	
MIA Miami	SJU San Juan	1613	AA	4/16/2021 10:37 AM	4/16/2021 1:08 PM	
SJU San Juan	DFW Dallas	592	AA	4/20/2021 9:16 AM	4/20/2021 1:50 PM	

Payments Applied To This Invoice				
	Made	4/15/2021	Pymt For Inv #685921	652.90

Invoice Total -652.90
Payment Total 652.90
Balance Due 0.00

NATIONAL TRAVEL

Remittance Address:
 National Travel Systems, LP
 4314 S Loop 289 Ste 300
 Lubbock, TX 79413
 accounting@nationaltravelsystems.com

Tx Dept Of Agriculture

Sale Invoice No: 685921
 Date Issued: 4/8/2021
 Agent: Binke Jenkins

Traveler Type	Ticket/Conf No	Department	Depart Date	Return Date	Remarks	Total Fare
From	To	Airline/Vendor Flight	A/L Depart		Arrive	
Miller/Sidney Carroll Service Fee	0786102119	Arc Services Fees	4/8/2021			19.99
Miller/Sidney Carroll Intl Air	7520930104	American Airlines Inc	4/16/2021	4/20/2021		652.90
DFW Dallas	MIA Miami	2567 AA	4/16/2021 6:00 AM		4/16/2021 9:45 AM	
MIA Miami	SJU San Juan	1613 AA	4/16/2021 10:37 AM		4/16/2021 1:08 PM	
SJU San Juan	DFW Dallas	592 AA	4/20/2021 9:16 AM		4/20/2021 1:50 PM	

Payments Applied To This Invoice					
[REDACTED]	Received	4/8/2021	Pymt For Inv #685921		-652.90
[REDACTED]	Received	4/8/2021	Pymt For Inv #685921		-19.99
					-672.89

Invoice Total	672.89
Payment Total	-672.89
Balance Due	0.00

Cardholder Transactions (con't)

Post Date	Trans Date	MCC	Reference Number	Description/Location	Amount
04/07	04/05	3066	55432861096200298953678	3 SOUTHWES 5262370659964 800-435-9792 TX BILLS/MARK DEPARTURE: 04/07/21 LBB WN I DAL	75235 USA 26.81
04/08	04/06	3066	55432861097200585346320	4 SOUTHWES 5262371165670 800-435-9792 TX SPURLIN/REBECCA F DEPARTURE: 04/20/21 AUS WN V DAL WN V AMA WN I AUS	75235 USA 93.56
04/12	04/08	4511	55417341099870992603586	5 AGENT FEE 89007861021192 NATIONAL TRAVTX MILLER/SIDNEY C DEPARTURE: 04/08/21 XAA XD X XAO	22201 USA 19.99
04/12	04/08	3001	55417341099870992367224	6 AMERICAN 00175209301046 LUBBOCK TX MILLER/SIDNEY C DEPARTURE: 04/16/21 DFW AA K MIA AA K SJU AA M DFW	85034 USA 652.90 WASH - 6/9 *
04/12	04/08	3066	55432861099200160908443	7 SOUTHWES 5262371859903 800-435-9792 TX 6 GOSWICK/CHERYL ANN DEPARTURE: 04/12/21 AMA WN Y DAL WN G AMA	75235 USA 417.74
04/12	04/08	3066	55432861099200160908435	8 SOUTHWES 5262371859914 800-435-9792 TX 6 GOSWICK/CHERYL ANN DEPARTURE: 04/12/21 DAL WN Y HOU WN Y HRL WN Y HOU WN Y DAL	75235 USA 599.49
04/19	04/15	3001	55417341108871081928693	9 AMERICAN 00175209301042 LUBBOCK TX MILLER/SIDNEY C DEPARTURE:	85034 USA 652.90 CR *
04/19	04/15	4511	55417341106871062743527	10 AGENT FEE 89007861992965 NATIONAL TRAVTX 5 MILLER/SIDNEY C DEPARTURE: 04/15/21 XAA XD X XAO	22201 USA 5.00
04/19	04/16	3066	55432861107200385818948	11 SOUTHWES 5262374397656 800-435-9792 TX 6 GOSWICK/CHERYL ANN DEPARTURE: 04/19/21 AMA WN C DAL WN G AMA	75235 USA 333.13
04/19	04/16	3066	55432861107200385818955	12 SOUTHWES 5262374397665 800-435-9792 TX GOSWICK/CHERYL ANN DEPARTURE: 04/19/21 DAL WN Y HOU WN Y HRL WN Y HOU WN Y DAL	75235 USA 599.49
04/23	04/21	3066	55432861112200712678240	13 SOUTHWES 5262376059853 800-435-9792 TX 8 CORN/LISA GENE DEPARTURE: 08/22/21 AUS WN T ATL WN T MCO WN V AUS	75235 USA 300.12
04/26	04/23	3066	55432861114200297101616	14 SOUTHWES 5262374397665 800-435-9792 TX 6 GOSWICK/CHERYL ANN DEPARTURE: 04/23/21 DAL WN Y DAL	75235 USA 288.49 CR
04/26	04/23	3066	55432861114200297101624	15 SOUTHWES 5262374397656 800-435-9792 TX 6 GOSWICK/CHERYL ANN DEPARTURE: 04/23/21 DAL WN Y DAL	75235 USA 150.81 CR
04/26	04/23	4511	55417341114871142572698	16 AGENT FEE 89007861995253 NATIONAL TRAVTX 6 GOSWICK/CHERYL DEPARTURE: 04/23/21 XAA XD X XAO	22201 USA 11.79
04/26	04/23	3001	55417341114871142355292	17 AMERICAN 00176263714830 LUBBOCK TX 6 GOSWICK/CHERYL DEPARTURE: 04/23/21 HRL AA M DFW AA M AMA	85034 USA 338.20
04/27	04/26	3066	55432861116200811421373	18 SOUTHWES 5262377372264 800-435-9792 TX 7 SPURLIN/REBECCA F DEPARTURE: 05/03/21 AUS WN T HOU WN T ELP WN R DAL WN R AUS	75235 USA 78.71
04/28	04/26	3066	55432861117200100682999	19 SOUTHWES 5262377372308 800-435-9792 TX DELEON/ROBERT COREY DEPARTURE: 04/26/21 DAL WN Y DAL	75235 USA 509.56 CR WASH 19/20
04/28	04/26	3066	55432861117200100483851	20 SOUTHWES 5262377372308 800-435-9792 TX DELEON/ROBERT COREY DEPARTURE: 05/03/21 AUS WN T HOU WN T ELP WN R DAL WN R AUS	75235 USA 509.56
04/28	04/26	3066	55432861117200100483869	21 SOUTHWES 5262377893772 800-435-9792 TX 9 DELEON/ROBERT COREY DEPARTURE: 05/03/21 AUS WN T HOU WN T ELP WN R DAL WN R AUS	75235 USA 107.64

FINANCE CHARGE SUMMARY		Your Annual Percentage Rate (APR) is the annual interest rate on your account.	
Type of Balance	Annual Percentage Rates	Periodic Rate*	Balance Subject to Finance Charges
PURCHASE AND FEES	0.00%	0.0000% (M)	\$4,553.96
CASH	0.00%	0.0000% (M)	\$0.00

* (D) Daily Rate
(M) Monthly Rate



COMMISSIONER SID MILLER

Texas Department of Agriculture
Travel Request for In-State

ATR-400

SECTION A	¹ EMPLOYEE INFORMATION				
	First Name SID	M. I.	Last Name MILLER	Title COMMISSIONER	Texas identification number 70000047442
	² PURPOSE OF TRAVEL				
	<input checked="" type="checkbox"/> Conference <input type="checkbox"/> Training <input type="checkbox"/> Agency Outreach <input type="checkbox"/> Other (please list)				
	³ TRAVEL DATES AND TIME				
	Departure Date (mm/dd/yy) 06/05/2021	Departure Time 08:00 <input checked="" type="checkbox"/> a.m. <input type="checkbox"/> p.m.	Return Date (mm/dd/yy) 06/09/2021	Return Time 05:00 <input type="checkbox"/> a.m. <input checked="" type="checkbox"/> p.m.	AY of travel dates 21
	⁴ TRAVEL LOCALE				
	<input type="checkbox"/> In-State (not to exceed GSA per diem rate) <input type="checkbox"/> In-State (actual expenses not to exceed GSA per diem rate)				
	⁵ DESCRIBE SPECIFIC PURPOSE OF TRAVEL				
	<u>Traveling to Little Rock, Arkansas to attend 2021 SASDA Annual Meeting.</u>			Meals & Lodging \$631.00 Transportation \$80.00 Mileage \$0.00 Total Request \$711.00	Index 10210 PCA 29041

Traveler's Name SID MILLER	Return Date 06/09/2021	Amount \$711.00
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1 TRAVEL EXPENSE ITEMIZATIONS														
LOCATIONS IN-STATE		PER DIEM (7106)			TRANSPORTATION									
Departure City	Destination City	Estimated Meal Expense Days X GSA Rate* or Actual	Estimated Lodging Expense Days X GSA Rate* or Actual	Direct Billed Hotel	State Vehicle	Estimated Mileage Expense (7102) (Miles X 0.575 = Cost)		Commercial Airline (7101)		Aircraft Pooling Board (7445)		Rental Vehicle (7101)		Parking, Tolls, (7105) or Taxi (7101)
						Miles	Cost	BTA	BTA	BTA	BTA			
DALLAS	LITTLE ROCK, ARKANSAS	\$ 41.00	\$ 96.00	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	20.00
LITTLE ROCK	LITTLE ROCK	\$ 55.00	\$ 96.00	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	20.00
LITTLE ROCK	LITTLE ROCK	\$ 55.00	\$ 96.00	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	20.00
LITTLE ROCK	LITTLE ROCK	\$ 55.00	\$ 96.00	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	20.00
LITTLE ROCK	DALLAS	\$ 41.00	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
Total		\$247.00	\$384.00	<input type="checkbox"/>	<input type="checkbox"/>	0.00	\$0.00	\$0.00	<input type="checkbox"/>	\$0.00	<input type="checkbox"/>	\$0.00	<input type="checkbox"/>	\$80.00

1 TRAVEL ADVANCE REQUEST, IF NEEDED	
SECTION C	Is travel advance needed? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, complete ATR-403 Travel Advance Request form using Totals from above.
	Total for Meals \$247.00 Total for Lodging \$384.00 Total Parking, Tolls, or Taxi \$80.00 TOTAL EXPENSES: \$ 711.00 80%= Maximum Advance Amount \$ 568.80

*Attach a hard copy of the GSA per Diem rate to this request, found at http://www.gsa.gov/Portal/gsa/ep/contentView.do?contentId=17943&contentType=GSA_BASIC.

Traveler's Name SID MILLER	Return Date 06/09/2021	Amount \$711.00
-----------------------------------	-------------------------------	------------------------

SECTION D	1 APPROVALS		
	Requesting Employee <i>[Signature: Sid Miller by RB]</i>		Date (mm/dd/yy) <i>4/20/2021</i>
	AC/RD	<input type="checkbox"/> Approved <input type="checkbox"/> Not approved <input type="checkbox"/> Revise	
	Travel Accountant	<input type="checkbox"/> Filed	
	1 SIGNATURE OF SUPERVISOR		
	Supervisor Signature <i>[Signature: Tim Klein-Schmidt]</i>	Supervisor Printed Name <i>TIM KLEIN-SCHMIDT</i>	<input checked="" type="checkbox"/> Approved <input type="checkbox"/> Disapproved <input type="checkbox"/> Revise
Reason(s) for disapproval			
Assistant Commissioner/Regional Director		<input type="checkbox"/> Concur <input type="checkbox"/> Do not concur	
Date (mm/dd/yyyy)			

SECTION E	1 CHECKLIST TO BE COMPLETED BY REQUESTING EMPLOYEE
	Please use this checklist to ensure you are sending all of the necessary information and documents. <input type="checkbox"/> ATR-400 Travel Request for In-State form <input type="checkbox"/> ATR-403 Travel Advance Request form (if applicable)



NATIONAL TRAVEL

Remittance Address:
 National Travel Systems, LP
 4314 S Loop 289 Ste 300
 Lubbock, TX 79413
 accounting@nationaltravelsystems.com

Tx Dept Of Agriculture

Sale Invoice No: 686855
 Date Issued: 5/5/2021
 Agent: Binke Jenkins

Traveler	Ticket/Conf No	Department	Depart Date	Return Date	Remarks	Total Fare
Type	From	Airline/Vendor	Flight	A/L	Depart	Arrive
Miller/Sidney Carroll	0786199915	Arc Services Fees	5/5/2021			11.79
Service Fee						
Miller/Sidney Carroll	7626670397	American Airlines Inc	6/6/2021	6/9/2021		454.80
Dom. Air						
DFW Dallas	LIT Little Rock	4242	AA	6/6/2021	12:24 PM	6/6/2021 1:42 PM
LIT Little Rock	DFW Dallas	3642	AA	6/9/2021	12:34 PM	6/9/2021 1:55 PM

Payments Applied To This Invoice					
██████████	Received	5/5/2021	Pymt For Inv #686855		-454.80
██████████	Received	5/5/2021	Pymt For Inv #686855		-11.79
					-466.59

Invoice Total 466.59
Payment Total -466.59
Balance Due 0.00

	A	B	C	D
1	TDA			
2	Citibank -	Invoices for Commissioner Sid Miller		
3				
4	Voucher #	Related Travel Voucher	Amount Paid	Travel Dates
5	19001951	2019_02_10_19001929	\$659.96	
6	19001951	2019_02_24_19001997	\$181.97	
7	10014936	2020_02_22_18358	\$416.96	
8		2021_06_05_54059	\$697.81	in progress
9	19001529		\$270.09	1/13/2019
10	19001529	2019_02_24_19001997	\$545.80	
11	19002157	2019_04_16_19002272	\$329.76	
12	19002323		\$521.39	5/19/2019
13	19003163		\$476.39	7/22/2019
14				
15	10014936		\$503.75	3/12/2020
16	10020678	2020_02_22_18358	-\$11.79	02/22/20 02/26/20
17	10020678	2020_02_22_18358	\$5.00	02/22/20 02/26/20
18	10020678		\$5.00	02/18/20 02/20/20
19	10021053	2020_02_22_18358	\$5.00	02/22/20 02/26/20
20	10021053	2020_02_22_18358	\$5.00	02/22/20 02/26/20
21	10021053	2020_02_22_18358	\$5.00	2/22/20 02/26/20
22	10021053		\$5.00	03/13/20 03/16/20
23	10021053		\$340.38	03/13/20 03/16/20
24	10021053		\$5.00	03/13/20 03/16/20
25	10021053		-\$284.98	03/13/20 03/16/20
26	10024185		\$5.00	05/15/20 05/12/20
27	10024185		\$90.98	3/25/2040
28	10050241		\$24.99	4/16/2021
29	10052122	2021_06_05_54059	\$11.79	6/6/2021
30	10052122	2021_06_05_54059	\$454.80	6/6/2021

	A	B	C	D
1	TDA			
2	Hotel Engine-	Invoices for Commissioner Sid Miller		
3				
4				
5	Voucher #	Related Travel Voucher	Amount Paid	Travel Date
6	10009755		\$155.68	11/12/2019
7	10012905		\$154.22	12/9/2019
8	10015454		\$180.18	1/7/20 - 1/8/20
9	10021086		\$171.35	3/4/20-3/5/20
10	10025050		\$275.48	5/10/20-5/12/20
11	10037769		\$239.20	10/20/21-10/22/21
12	10044262		\$186.03	01/12/21-1/13/21

	A	B	C	D
1	TDA			
2	Enterprise-	Invoices for Commissioner Sid Miller		
3				
4	Voucher #	Related Travel Voucher	Amount Paid	Travel Dates
5	19002257		\$146.24	4/16/2019
6	19000689		\$200.89	10/10/19 - 10/11/19
7	10017736	2020_02_22 _ 18358	\$132.55	2/26/2020
8	10017774		\$95.19	3/5/2020



5401 N MLK BLVD BOX 382
LUBBOCK, TX 79403-9732

Rental Agreement #: 843604393
Bill Ref #: 9011-4018-426
Invoice Date: 04/23/2019
Account #: TX551X

BILLING DETAIL

Description	Qty/Per	Rate	Amount
TIME & DISTANCE	1 DAY	60.00	60.00
FUEL SERVICE OPTION	1 RNT	67.57	67.57
Subtotal			127.57
CUSTOMER FACILITY CHARGE 4.50/DAY	1 DAY	4.50	4.50
CONCESSION FEE RECOVERY 11.11 PCT	PCT	11.11	14.17

BILL TO

TEX DEPT. OF AGRICUL DIR BILL
ATTN: CORPORATE ACCOUNTS
4210 S. CONGRESS AVE
AUSTIN, TX - 78745-1104

RENTAL INFORMATION

Date/Time Out: 04/16/2019 09:54 AM
Date/Time In: 04/16/2019 06:52 PM

Renter: MILLER, SIDNEY

RENTAL VEHICLES

Color	License	Model	Unit	Miles/Kms Out In
SILVER	[REDACTED]	SILVERAD	7QLXCW	20,550 20,722

VIN: [REDACTED]

CLAIM INFORMATION

Claim# / PO# / RO#	Insured	Date of Loss	Type of Loss	Type of Vehicle	Repair Shop

Amount Due (USD)

146.24

Individual line item charges such as rental rates for Time and Distance, percentage-based charges (e.g. sales taxes and fees or surcharges), and charges divided between multiple parties may be rounded up or down a whole cent to ensure that the charges equal the actual Total Amount Due and/or to avoid fractional cents.

ACCT/PAY/RCVD

19APR26AM9:47

10210
29041

For Billing Inquiries / Payment Terms :

Tel#:+1 5129120332
NTXAUSTINADMIN@EHI.COM
Payment Due within 30 days of invoice date
Late payments are subject to a finance charge.



Thank You For Choosing Enterprise

Please Return This Portion With Remittance		Amount Due (USD)		146.24
Remit To : ENTERPRISE RENT-A-CAR COMPANY 4210 S CONGRESS AVE AUSTIN, TX 78745-1104		Paid By: TEX DEPT. OF AGRICUL DIR BILL 4210 S. CONGRESS AVE AUSTIN, TX 78745-1104		
Fed Tax Id: 26-4086616	Account # TX551X	Rental Agreement 843604393	Amount 146.24	GPBR 65V8





COMMISSIONER SID MILLER

Texas Department of Agriculture
Travel Request for In-State

ATR-400

SECTION A	¹ EMPLOYEE INFORMATION				
	First Name SID	M. I.	Last Name MILLER	Title COMMISSIONER	Texas identification number 70000047442
	² PURPOSE OF TRAVEL				
	<input type="checkbox"/> Conference <input type="checkbox"/> Training <input checked="" type="checkbox"/> Agency Outreach <input type="checkbox"/> Other (please list)				
	³ TRAVEL DATES AND TIME				
Departure Date (mm/dd/yy) 04/16/2019	Departure Time 06:00 <input checked="" type="checkbox"/> a.m. <input type="checkbox"/> p.m.	Return Date (mm/dd/yy) 04/16/2019	Return Time 10:20 <input type="checkbox"/> a.m. <input checked="" type="checkbox"/> p.m.	AY of travel dates 19	
⁴ TRAVEL LOCALE					
<input type="checkbox"/> In-State (not to exceed GSA per diem rate) <input type="checkbox"/> In-State (actual expenses not to exceed GSA per diem rate)					
⁵ DESCRIBE SPECIFIC PURPOSE OF TRAVEL					
<u>Traveling via commercial airline from Dallas Love Field to Lubbock, Texas for speaking event Ag Appreciation.</u>			Meals & Lodging \$0.00 Transportation \$0.00 Mileage \$122.08 Total Request \$122.08	Index 10210 PCA 29041	

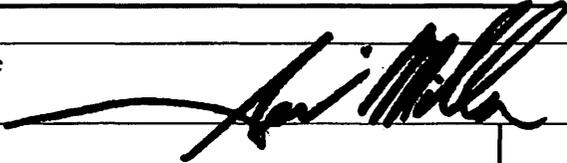
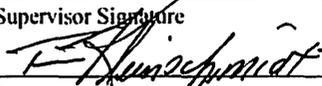
Traveler's Name SID MILLER	Return Date 04/16/2019	Amount \$122.08
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1 TRAVEL EXPENSE ITEMIZATIONS															
LOCATIONS IN-STATE		PER DIEM (7106)			TRANSPORTATION										
SECTION B	Departure City	Destination City	Estimated Meal Expense Days X GSA Rate* or Actual	Estimated Lodging Expense Days X GSA Rate* or Actual	Direct Billed Hotel	State Vehicle	Estimated Mileage Expense (7102) (Miles X 0.545 = Cost)		Commercial Airline (7101)		Aircraft Pooling Board (7445)		Rental Vehicle (7101)		Parking, Tolls, (7105) or Taxi (7101)
							Miles	Cost		BTA		BTA		BTA	
	STEPHENVILLE	DALLAS	\$	\$	<input type="checkbox"/>	<input type="checkbox"/>	112.00	\$61.04		<input checked="" type="checkbox"/>		<input type="checkbox"/>		<input checked="" type="checkbox"/>	
	DALLAS	LUBBOCK	\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
	LUBBOCK	DALLAS	\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
	DALLAS	STEPHENVILLE	\$	\$	<input type="checkbox"/>	<input type="checkbox"/>	112.00	\$61.04		<input checked="" type="checkbox"/>		<input type="checkbox"/>		<input checked="" type="checkbox"/>	
			\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
			\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
			\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
			\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
			\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
			\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
			\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
			\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
	Total		\$0.00	\$0.00	<input type="checkbox"/>	<input type="checkbox"/>	224.00	\$122.08	\$0.00	<input type="checkbox"/>	\$0.00	<input type="checkbox"/>	\$0.00	<input type="checkbox"/>	\$0.00

1 TRAVEL ADVANCE REQUEST, IF NEEDED	
SECTION C	Is travel advance needed? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, complete ATR-403 Travel Advance Request form using Totals from above.
	Total for Meals \$0.00 Total for Lodging \$0.00 Total Parking, Tolls, or Taxi \$0.00 TOTAL EXPENSES: \$ 0.00 80%= Maximum Advance Amount \$ 0.00

*Attach a hard copy of the GSA per Diem rate to this request, found at http://www.gsa.gov/Portal/gsa/ep/contentView.do?contentId=17943&contentType=GSA_BASIC.

Traveler's Name SID MILLER	Return Date 04/16/2019	Amount \$122.08
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SECTION D	1 APPROVALS		
	Requesting Employee 		Date (mm/dd/yy) 4/11/19
	AC/RD	<input type="checkbox"/> Approved <input type="checkbox"/> Not approved <input type="checkbox"/> Revise	
	Travel Accountant	<input type="checkbox"/> Filed	
	1 SIGNATURE OF SUPERVISOR		
	Supervisor Signature 	Supervisor Printed Name TIM KLEINSCHMIDT	Date (mm/dd/yyyy) 4-15-19
Reason(s) for disapproval			
Assistant Commissioner/Regional Director	<input type="checkbox"/> Concur <input type="checkbox"/> Do not concur	Date (mm/dd/yyyy)	

1 CHECKLIST TO BE COMPLETED BY REQUESTING EMPLOYEE
Please use this checklist to ensure you are sending all of the necessary information and documents.
<input type="checkbox"/> ATR-400 Travel Request for In-State form
<input type="checkbox"/> ATR-403 Travel Advance Request form (if applicable)



2020 RICHMOND HWY
ARLINGTON, VA 22202-3601

Rental Agreement #: 8NB39R
Bill Ref #: 9500-3819-5126
Invoice Date: 03/03/2020
Account #: TX551X

BILLING DETAIL

Description	Qty/Per	Rate	Amount
TIME & DISTANCE	2 DAY	60.00	120.00
Subtotal			120.00
VEHICLE LICENSE FEE	2 DAY	0.25	0.50
ADDITIONAL RENTAL TAX	PCT	4.00	4.82
RENTAL FEE	PCT	2.00	2.41
RENTAL TAX	PCT	4.00	4.82

BILL TO

TEX DEPT. OF AGRICUL DIR BILL
ATTN: CORPORATE ACCOUNTS
4210 S CONGRESS AVE
AUSTIN, TX - 78745-1104

RENTAL INFORMATION

Date/Time Out: 02/24/2020 11:42 AM
Date/Time In: 02/26/2020 12:04 PM

Renter: MILLER, SIDNEY

Amount Due (USD) 132.55
Individual line item charges such as rental rates for Time and Distance, percentage-based charges (e.g., sales taxes and fees or surcharges), and charges divided between multiple parties may be rounded up or down a whole cent to ensure that the charges equal the actual Total Amount Due and/or to avoid fractional cents.

RENTAL VEHICLES

Color	License	Model	Unit	Miles/Kms Out In
WHITE	[REDACTED]	F150	7SMRSH	22,365 22,500
VIN: [REDACTED]				

CLAIM INFORMATION

Claim# / PO# / RO# Insured
Date of Loss Type of Loss Type of Vehicle
Repair Shop

For Billing Inquiries / Payment Terms :
Tel#: +1 5129120332
NTXAUSTINADMIN@EHI.COM
Payment Due within 30 days of invoice date
Late payments are subject to a finance charge.

ACCT/PAY/RCVD
20MAR6PM2:27

Thank You For Choosing Enterprise

Please Return This Portion With Remittance		Amount Due (USD)	132.55
Remit To : ENTERPRISE RENT-A-CAR COMPANY 4210 S CONGRESS AVE AUSTIN, TX 78745-1104		Paid By: TEX DEPT. OF AGRICUL DIR BILL 4210 S CONGRESS AVE AUSTIN, TX 78745-1104	
Fed Tax Id: 26-4086616	Account # TX551X	Rental Agreement 8NB39R	Amount 132.55
			GPBR 1670





COMMISSIONER SID MILLER

Texas Department of Agriculture
Travel Request for
Out-of-State, International or Washington, D. C.

DOC No. PT _____

ATR-401

Form with sections: 1 EMPLOYEE INFORMATION, 2 PURPOSE OF TRAVEL, 3 TRAVEL DATES AND TIME, 4 TRAVEL LOCALE, 5 DESCRIBE SPECIFIC PURPOSE OF TRAVEL. Includes fields for name, title, dates, and expenses.

SECTION A

http://www.oanda.com/convert/classic (Currency converter)

Traveler's Name **SID MILLER** Return Date **02/26/2020** Amount **\$1,401.50**

TRAVEL EXPENSE ITEMIZATIONS FOR OUT OF STATE (INCLUDING MEXICO AND CANADA) OR WASHINGTON, D. C.												
Locations OUT-of-STATE		PER DIEM (7116)			TRANSPORTATION (BTA – Bill to Agency)							
Departure City	Destination City	Estimated Meal Expense Days X GSA Rate* or Actual	Estimated Lodging Expense Days X GSA Rate* or Actual	Direct Billed Hotel	State Vehicle	Estimated Mileage Expense (7102) (Miles X 0.575=Cost)		Commercial Airline Enter 'BTA' or Amount (7111)		Rental Vehicle Enter 'BTA' or Amount (7111)		Parking, Tolls, (7115) or Taxi (7111)
						Miles	Cost	BTA	BTA	BTA	BTA	
AUSTIN	ARLINGTON, VA	\$ 1041.00	\$ 310.50	<input type="checkbox"/>	<input type="checkbox"/>		\$ 0.00		<input checked="" type="checkbox"/>		<input type="checkbox"/>	50.00
ARLINGTON, VA	AUSTIN	\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$ 0.00		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$ 0.00		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$ 0.00		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$ 0.00		<input type="checkbox"/>		<input type="checkbox"/>	
Total		\$ 1041.00	\$ 310.50	<input type="checkbox"/>	<input type="checkbox"/>	0.00	\$ 0.00	\$ 0.00	<input type="checkbox"/>	\$ 0.00	<input type="checkbox"/>	\$ 50.00

TRAVEL EXPENSE ITEMIZATIONS FOR INTERNATIONAL (7121)												
Locations OUT-of-STATE		PER DIEM			TRANSPORTATION (BTA – Bill to Agency)							
Departure City	Destination City	Estimated Meal Expense Days X US Dept of State International Rate**	Estimated Lodging Expense Days X US Dept of State International Rate**	Direct Billed Hotel	State Vehicle	Estimated Mileage Expense (7102) (Miles X 0.575=Cost)		Commercial Airline Enter 'BTA' or Amount		Rental Vehicle Enter 'BTA' or Amount		Parking, Tolls, (7115) or Taxi (7111)
						Miles	Cost	BTA	BTA	BTA	BTA	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$ 0.00		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$ 0.00		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$ 0.00		<input type="checkbox"/>		<input type="checkbox"/>	
Total		\$ 0.00	\$ 0.00	<input type="checkbox"/>	<input type="checkbox"/>	0.00	\$ 0.00	\$ 0.00	<input type="checkbox"/>	\$ 0.00	<input type="checkbox"/>	\$ 0.00

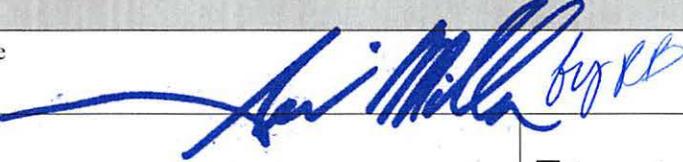
TRAVEL ADVANCE REQUEST, IF NEEDED												
Is travel advance needed? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, complete form ATR-403 Travel Advance Request form using Totals from above.												
Total for Meals \$ 1041.00 Total for Lodging \$ 310.50 Total Parking, Tolls, or Taxi \$ 50.00												
TOTAL EXPENSES: \$ 1401.50 80%= Maximum Advance Amount \$ 1121.20												

*Attach a hard copy of the GSA per Diem rate to this request, found at http://www.gsa.gov/Portal/gsa/ep/contentView.do?contentId=17943&contentType=GSA_BASIC.



****Attach a hard copy of the US Department of State International Rate to this request, found at http://aoprals.state.gov/web920/per_diem_action.asp?MenuHide=1&CountryCode=1114.**

Traveler's Name SID	MILLER	Return Date 02/26/2020	Amount \$1,401.50
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SECTION E	1 APPROVALS		
	Requesting Employee		Date (mm/dd/yyyy) 1/27/2020
	Budget Analyst	<input type="checkbox"/> Approved <input type="checkbox"/> Not approved <input type="checkbox"/> Revise	
	Deputy Commissioner (for international, D.C., and for Exec or Senior Staff)	 <input checked="" type="checkbox"/> Approved <input type="checkbox"/> Not approved <input type="checkbox"/> Revise	2/11/20
	Travel Accountant	<input type="checkbox"/> Reviewed	
	Encumbrance Accountant	<input type="checkbox"/> Encumbered	
	Travel Accountant	<input type="checkbox"/> File	
	Reason for disapproval (please initialize)		
	1 SIGNATURE OF SUPERVISOR		
	Supervisor Signature	Supervisor Printed Name	Date (mm/dd/yyyy)
		2/11/20	
Reason(s) for disapproval			
Assistant Commissioner/Regional Director	<input type="checkbox"/> Concur <input type="checkbox"/> Do not concur	Date (mm/dd/yyyy)	

SECTION F	1 CHECKLIST TO BE COMPLETED BY REQUESTING EMPLOYEE	
	<input type="checkbox"/> ATR-401 Travel Request for Out-of-State, International or Washington, D. C. form	
	<input type="checkbox"/> Actual Expenses Approval	
	<input type="checkbox"/> ATR-402 OSFR Report of State Agency Travel to Washington, D. C.	
	<input type="checkbox"/> ATR-403 Travel Advance Request form (only if travel advance needed)	



5401 N MLK BLVD BOX 382
LUBBOCK, TX 79403-9732

Rental Agreement #: 847139219
Bill Ref #: 9012-5073-804
Invoice Date: 03/10/2020
Account #: TX551X

BILLING DETAIL

Description	Qty/Per	Rate	Amount
TIME & DISTANCE	1 DAY	60.00	60.00
REFUELING CHARGE	7 GAL	3.09	21.62
Subtotal			81.62
CUSTOMER FACILITY CHARGE 4.50/DAY	1 DAY	4.50	4.50
CONCESSION FEE RECOVERY 11.11 PCT	PCT	11.11	9.07

BILL TO

TEX DEPT. OF AGRICUL DIR BILL
ATTN: CORPORATE ACCOUNTS
4210 S CONGRESS AVE
AUSTIN, TX - 78745-1104

RENTAL INFORMATION

Date/Time Out 03/04/2020 02:03 PM
Date/Time In 03/05/2020 08:09 AM

Renter
MILLER, SIDNEY

RENTAL VEHICLES

Color	License	Model	Unit	Miles/Kms	
				Out	In
GRAY DK		RAM	7T5YTL	2,138	2,247

VIN: [REDACTED]

CLAIM INFORMATION

Claim# / PO# / RO# **Insured**

Date of Loss **Type of Loss** **Type of Vehicle**

Repair Shop

Amount Due (USD)

95.19

Individual line item charges such as rental rates for Time and Distance, percentage-based charges (e.g., sales taxes and fees or surcharges), and charges divided between multiple parties may be rounded up or down a whole cent to ensure that the charges equal the actual Total Amount Due and/or to avoid fractional cents.

ACCT/PAY/RCVD

'20MAR17AM7:34

For Billing Inquiries / Payment Terms :

Tel#:+1 5129120332
NTXAUSTINADMIN@EHI.COM
Payment Due within 30 days of invoice date
Late payments are subject to a finance charge.

Thank You For Choosing Enterprise

Please Return This Portion With Remittance		Amount Due (USD)	95.19
Remit To : ENTERPRISE RENT-A-CAR COMPANY 4210 S CONGRESS AVE AUSTIN, TX 78745-1104		Paid By: TEX DEPT. OF AGRICUL DIR BILL 4210 S CONGRESS AVE AUSTIN, TX 78745-1104	
Fed Tax Id: 26-4086616	Account # TX551X	Rental Agreement 847139219	Amount 95.19
			GPBR 65V8





COMMISSIONER SID MILLER

Texas Department of Agriculture
Travel Request for In-State

ATR-400

SECTION A	1 EMPLOYEE INFORMATION				
	First Name SID	M. I.	Last Name MILLER	Title COMMISSIONER	Texas identification number 700000 47442
	2 PURPOSE OF TRAVEL				
	<input type="checkbox"/> Conference <input type="checkbox"/> Training <input checked="" type="checkbox"/> Agency Outreach <input type="checkbox"/> Other (please list)				
	3 TRAVEL DATES AND TIME				
	Departure Date (mm/dd/yy) 03/04/2020	Departure Time 10:00 <input checked="" type="checkbox"/> a.m. <input type="checkbox"/> p.m.	Return Date (mm/dd/yy) 03/05/2020	Return Time 12:00 <input type="checkbox"/> a.m. <input checked="" type="checkbox"/> p.m.	AY of travel dates 20
	4 TRAVEL LOCALE				
	<input type="checkbox"/> In-State (not to exceed GSA per diem rate) <input type="checkbox"/> In-State (actual expenses not to exceed GSA per diem rate)				
	5 DESCRIBE SPECIFIC PURPOSE OF TRAVEL				
	<u>Traveling via commercial airline to Lubbock, Texas to attend / speak in Brownfield Texas Ag Appreciation Dinner coordinated by the Brownfield Chamber of Commerce.</u>			Meals & Lodging \$188.00 Transportation \$0.00 Mileage \$0.00 Total Request \$188.00	Index 10210 PCA 29041

Traveler's Name SID MILLER	Return Date 03 ^{10/5/2020}	Amount \$188.00
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¹ TRAVEL EXPENSE ITEMIZATIONS															
LOCATIONS IN-STATE		PER DIEM (7106)			TRANSPORTATION										
SECTION B	Departure City	Destination City	Estimated Meal Expense Days X GSA Rate* or Actual	Estimated Lodging Expense Days X GSA Rate* or Actual	Direct Billed Hotel	State Vehicle	Estimated Mileage Expense (7102) (Miles X 0.575=Cost)		Commercial Airline (7101)		Aircraft Pooling Board (7445)		Rental Vehicle (7101)		Parking, Tolls, (7105) or Taxi (7101)
							Miles	Cost		BTA		BTA		BTA	
	Dallas Love Field	Lubbock Tx	\$ 26.00	\$ 149.00	<input checked="" type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input checked="" type="checkbox"/>	<input type="checkbox"/>		<input checked="" type="checkbox"/>		
	Lubbock Tx	Dallas Love Field	\$ 13.00	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>		
			\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>		
			\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>		
			\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>		
			\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>		
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			\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>		
			\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>		
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			\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>		
			\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>		

Traveler's Name SID MILLER	Return Date 03 _{05/2020}	Amount \$188.00
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SECTION D	1 APPROVALS		
	Requesting Employee <i>[Signature]</i> by RB		Date (mm/dd/yy) 2/28/2020
	AC/RD	<input type="checkbox"/> Approved <input type="checkbox"/> Not approved <input type="checkbox"/> Revise	
	Travel Accountant	<input type="checkbox"/> Filed	
	1 SIGNATURE OF SUPERVISOR		
	Supervisor Signature <i>[Signature]</i>	Supervisor Printed Name T. Henningsen / T. Henningsen	Date (mm/dd/yyyy) 3-18-20
Reason(s) for disapproval			
Assistant Commissioner/Regional Director	<input type="checkbox"/> Concur <input type="checkbox"/> Do not concur	Date (mm/dd/yyyy)	

SECTION E	1 CHECKLIST TO BE COMPLETED BY REQUESTING EMPLOYEE
	Please use this checklist to ensure you are sending all of the necessary information and documents. <input type="checkbox"/> ATR-400 Travel Request for In-State form <input type="checkbox"/> ATR-403 Travel Advance Request form (if applicable)



COMMISSIONER SID MILLER

Texas Department of Agriculture
Travel Request for In-State

ATR-400

Form with sections: 1 EMPLOYEE INFORMATION, 2 PURPOSE OF TRAVEL, 3 TRAVEL DATES AND TIME, 4 TRAVEL LOCALE, 5 DESCRIBE SPECIFIC PURPOSE OF TRAVEL. Includes fields for name, title, dates, times, and a cost breakdown table.

SECTION A

Traveler's Name SID MILLER	Return Date 08/30/2019	Amount \$429.59
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¹ TRAVEL EXPENSE ITEMIZATIONS														
LOCATIONS IN-STATE		PER DIEM (7106)			TRANSPORTATION									
Departure City	Destination City	Estimated Meal Expense Days X GSA Rate* or Actual	Estimated Lodging Expense Days X GSA Rate* or Actual	Direct Billed Hotel	State Vehicle	Estimated Mileage Expense (7102) (Miles X 0.580=Cost)		Commercial Airline (7101)		Aircraft Pooling Board (7445)		Rental Vehicle (7101)		Parking, Tolls, (7105) or Taxi (7101)
						Miles	Cost		BTA		BTA		BTA	
COUPLAND, TEXAS	SUGARLAND, TEXAS	\$ 42.00	\$ 120.00	<input type="checkbox"/>	<input type="checkbox"/>	151.00	\$87.58		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	20.00
SUGARLAND, TEXAS	HOUSTON, TEXAS	\$ 45.75	\$	<input type="checkbox"/>	<input type="checkbox"/>	40.00	\$23.20		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
HOUSTON, TEXAS	PRAIRIE VIEW, TEXAS	\$	\$	<input type="checkbox"/>	<input type="checkbox"/>	55.00	\$31.90		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
PRAIRIE VIEW, TEXAS	COUPLAND, TEXAS	\$	\$	<input type="checkbox"/>	<input type="checkbox"/>	102.00	\$59.16		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
Total		\$87.75	\$120.00	<input type="checkbox"/>	<input type="checkbox"/>	348.00	\$201.84	\$0.00	<input type="checkbox"/>	\$0.00	<input type="checkbox"/>	\$0.00	<input type="checkbox"/>	\$20.00

¹ TRAVEL ADVANCE REQUEST, IF NEEDED	
SECTION C	Is travel advance needed? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, complete ATR-403 Travel Advance Request form using Totals from above.
	Total for Meals \$87.75 Total for Lodging \$120.00 Total Parking, Tolls, or Taxi \$20.00 TOTAL EXPENSES: \$ 227.75 80%= Maximum Advance Amount \$ 182.20

*Attach a hard copy of the GSA per Diem rate to this request, found at http://www.gsa.gov/Portal/gsa/ep/contentView.do?contentId=17943&contentType=GSA_BASIC.



Traveler's Name SID MILLER	Return Date 08/30/2019	Amount \$429.59
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SECTION D	1 APPROVALS		
	Requesting Employee	Date (mm/dd/yy)	
	AC/RD	8/28/19	
		<input type="checkbox"/> Approved <input type="checkbox"/> Not approved <input type="checkbox"/> Revise	
	Travel Accountant	<input type="checkbox"/> Filed	
1 SIGNATURE OF SUPERVISOR			
Supervisor Signature	Supervisor Printed Name	Date (mm/dd/yyyy)	
<i>[Signature]</i>	Tim KETOSCHMIDT	8-28-19	<input checked="" type="checkbox"/> Approved <input type="checkbox"/> Disapproved <input type="checkbox"/> Revise
Reason(s) for disapproval			
Assistant Commissioner/Regional Director			
<i>[Signature]</i>	Date (mm/dd/yyyy)		
	8-28-19		<input checked="" type="checkbox"/> Concur <input type="checkbox"/> Do not concur

SEC. E	1 CHECKLIST TO BE COMPLETED BY REQUESTING EMPLOYEE
	Please use this checklist to ensure you are sending all of the necessary information and documents. <input checked="" type="checkbox"/> ATR-400 Travel Request for In-State form <input type="checkbox"/> ATR-403 Travel Advance Request form (if applicable)

10/20/20

10/20/20

10/20/20

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FY 2019 Per Diem Rates for Texas

I'm interested in:

[Lodging Rates](#)

[Meals & Incidentals \(M&IE\) Rates](#)

Lodging by month (excluding taxes) | October 2018 - September 2019

Cities not appearing below may be located within a county for which rates are listed. To determine what county a city is located in, visit the National Association of Counties (NACO) website (a non-federal website).

[CSV](#)

[Print](#)

Primary Destination ⓘ	County ⓘ	2018 Oct	Nov	Dec	2019 Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
Standard Rate	Applies for all locations without specified rates	\$94	\$94	\$94	\$94	\$94	\$94	\$94	\$94	\$94	\$94	\$94	\$94
Arlington / Fort Worth / Grapevine	Tarrant County / City of Grapevine	\$164	\$164	\$164	\$164	\$164	\$164	\$164	\$164	\$164	\$164	\$164	\$164
Austin	Travis	\$145	\$145	\$145	\$160	\$160	\$160	\$145	\$145	\$145	\$145	\$145	\$145
Big Spring	Howard	\$101	\$101	\$101	\$101	\$101	\$101	\$101	\$101	\$101	\$101	\$101	\$101
College Station	Brazos	\$101	\$101	\$101	\$101	\$101	\$101	\$101	\$101	\$101	\$101	\$101	\$101
Corpus Christi	Nueces	\$110	\$110	\$110	\$110	\$110	\$110	\$110	\$110	\$110	\$110	\$110	\$110
Dallas	Dallas	\$157	\$157	\$149	\$149	\$149	\$149	\$149	\$149	\$149	\$149	\$149	\$157
El Paso	El Paso	\$96	\$96	\$96	\$96	\$96	\$96	\$96	\$96	\$96	\$96	\$96	\$96
Galveston	Galveston	\$105	\$105	\$105	\$105	\$105	\$105	\$105	\$105	\$131	\$131	\$105	\$105
Houston (L.B. Johnson Space Center)	Montgomery / Fort Bend / Harris	\$131	\$131	\$131	\$131	\$131	\$131	\$131	\$131	\$120	\$120	\$120	\$120

Meals & Incidentals (M&IE) Breakdown ⁱ

Use this table to find the following information for federal employee travel:

M&IE Total - the full daily amount received for a single calendar day of travel when that day is neither the first nor last day of travel.

Breakfast, lunch, dinner, incidentals - Separate amounts for meals and incidentals. M&IE Total = Breakfast + Lunch + Dinner + Incidentals. Sometimes meal amounts must be deducted from trip voucher. See More Information

First & last day of travel - amount received on the first and last day of travel and equals 75% of total M&IE.

[CSV](#)

[Print](#)

Primary Destination ⁱ	County ⁱ	M&IE Total	Continental Breakfast/Breakfast	Lunch	Dinner	Incidental Expenses	First & Last Day of Travel ⁱ
Standard Rate	Applies for all locations without specified rates	\$55	\$13	\$14	\$23	\$5	\$41.25
Arlington / Fort Worth / Grapevine	Tarrant County / City of Grapevine	\$61	\$14	\$16	\$26	\$5	\$45.75
Austin	Travis	\$61	\$14	\$16	\$26	\$5	\$45.75
Big Spring	Howard	\$61	\$14	\$16	\$26	\$5	\$45.75
College Station	Brazos	\$56	\$13	\$15	\$23	\$5	\$42.00
Corpus Christi	Nueces	\$56	\$13	\$15	\$23	\$5	\$42.00
Dallas	Dallas	\$66	\$16	\$17	\$28	\$5	\$49.50
El Paso	El Paso	\$61	\$14	\$16	\$26	\$5	\$45.75
Galveston	Galveston	\$61	\$14	\$16	\$26	\$5	\$45.75
Houston (L.B. Johnson Space Center)	Montgomery / Fort Bend / Harris	\$61	\$14	\$16	\$26	\$5	\$45.75

I'm interested in:

Itinerary Details

Thanks for choosing Hotel Engine



Marriott Sugar Land Town Square
16090 City Walk, Sugar Land, TX, 77479
281-275-8400

[View Itinerary](#)

Trip Details

Confirmation Numbers: LMDBCS
Note: This confirmation number applies to all rooms.
Check-In: Thursday, August 29, 2019
Check-Out: Friday, August 30, 2019
Nights: 1
Total Guests: 2
Guest Names: SID MILLER, Freddy Vest
Rooms: 2
Room Type: Room And Breakfast Rate, Includes Breakfast For 1 Guest, 1 King

Included Amenities

✓ Available Safe

Traveler Details

Account: Department of Agriculture
Primary Contact: SID MILLER
Department: Default

Summary of Charges

Payment: Direct Bill

Room 1:

Thu, Aug 29 : \$161.00 (GSA \$120)
Room 1 Total: \$161.00

Commissioner Sid Miller

Room 2:

Thu, Aug 29 : \$161.00 (GSA \$120)
Room 2 Total: \$161.00

Freddy Vest

Taxes and Fees: \$44.42

Total Charges: \$366.42

Cancellation Policy

Click the button below to cancel your reservation online. Please note that only eligible reservations may be canceled online.

[Cancel Reservation](#)

Refunds or cancellations are not available after noon local hotel time on Wednesday, August 28.

Incidental Charges

Payment has been made for the full amount of the reservation; however, the guest must provide a valid credit card upon check in for any incidentals. Please be advised the hotel will place a pre-authorization on this card that will be released upon check-out.

Need Assistance?

Contact a concierge: 1-800-803-0452

For faster service, mention the confirmation number(s) listed above.



OCT 21 2019

Texas Department of Agriculture
Travel Request for
Out-of-State, International or Washington, D. C.

DOC No. PT _____

ATR-401

COMMISSIONER SID MILLER

Form with sections: 1 EMPLOYEE INFORMATION, 2 PURPOSE OF TRAVEL, 3 TRAVEL DATES AND TIME, 4 TRAVEL LOCALE, 5 DESCRIBE SPECIFIC PURPOSE OF TRAVEL. Includes fields for name, title, dates, and expenses.

http://www.oanda.com/convert/classic (Currency converter)

Scanned and emailed to TDA Travel. RB

Commissioner decided to drive to Dallas and fly from there instead of flying out of Austin. So there will be a charge to change the flight. Chang

AMERICAN OVERSIGHT Financial Services

Traveler's Name SID MILLER	Return Date 09/12/2019	Amount \$673.50
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1 TRAVEL EXPENSE ITEMIZATIONS FOR OUT OF STATE (INCLUDING MEXICO AND CANADA) OR WASHINGTON, D. C.													
Locations OUT-of-STATE		PER DIEM (7116)			TRANSPORTATION (BTA - Bill to Agency)								
SECTION B	Departure City	Destination City	Estimated Meal Expense	Estimated Lodging Expense	Direct Billed Hotel	State Vehicle	Estimated Mileage Expense (7102)		Commercial Airline Enter 'BTA' or Amount (7111)		Rental Vehicle Enter 'BTA' or Amount (7111)		Parking, Tolls, (7115) or Taxi (7111)
			Days X GSA Rate* or Actual	Days X GSA Rate* or Actual			Miles	Cost		BTA		BTA	
	AUSTIN	ALBUQUE RQUE	\$ 247.50	\$ 376.00	<input type="checkbox"/>	<input type="checkbox"/>		\$ 0.00		<input checked="" type="checkbox"/>		<input type="checkbox"/>	50.00
			\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$ 0.00		<input type="checkbox"/>		<input type="checkbox"/>	
			\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$ 0.00		<input type="checkbox"/>		<input type="checkbox"/>	
			\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$ 0.00		<input type="checkbox"/>		<input type="checkbox"/>	
			\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$ 0.00		<input type="checkbox"/>		<input type="checkbox"/>	
Total			\$ 247.50	\$ 376.00	<input type="checkbox"/>	<input type="checkbox"/>	0.00	\$ 0.00	\$ 0.00	<input type="checkbox"/>	\$ 0.00	<input type="checkbox"/>	\$ 50.00

1 TRAVEL EXPENSE ITEMIZATIONS FOR INTERNATIONAL (7121)													
Locations OUT-of-STATE		PER DIEM			TRANSPORTATION (BTA - Bill to Agency)								
SECTION C	Departure City	Destination City	Estimated Meal Expense	Estimated Lodging Expense	Direct Billed Hotel	State Vehicle	Estimated Mileage Expense (7102)		Commercial Airline Enter 'BTA' or Amount		Rental Vehicle Enter 'BTA' or Amount		Parking, Tolls, (7115) or Taxi (7111)
			Days X US Dept of State International Rate**	Days X US Dept of State International Rate**			Miles	Cost		BTA		BTA	
			\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$ 0.00		<input type="checkbox"/>		<input type="checkbox"/>	
			\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$ 0.00		<input type="checkbox"/>		<input type="checkbox"/>	
			\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$ 0.00		<input type="checkbox"/>		<input type="checkbox"/>	
Total			\$ 0.00	\$ 0.00	<input type="checkbox"/>	<input type="checkbox"/>	0.00	\$ 0.00	\$ 0.00	<input type="checkbox"/>	\$ 0.00	<input type="checkbox"/>	\$ 0.00

SECTION D	1 TRAVEL ADVANCE REQUEST, IF NEEDED	
	Is travel advance needed? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, complete form ATR-403 Travel Advance Request form using Totals from above.	
	Total for Meals \$ 247.50 Total for Lodging \$ 376.00 Total Parking, Tolls, or Taxi \$ 50.00	
	TOTAL EXPENSES: \$ 673.50 80%= Maximum Advance Amount \$ 538.80	

*Attach a hard copy of the GSA per Diem rate to this request, found at http://www.gsa.gov/Portal/gsa/en/contentView.do?contentId=17943&contentType=GSA_BASIC.

**Attach a hard copy of the US Department of State International Rate to this request, found at http://aoprals.state.gov/web920/per_diem_action.asp?MenuHide=1&CountryCode=1114.



Traveler's Name **SID MILLER** Return Date **09/12/2019** Amount **\$673.50**

SECTION E	1 APPROVALS		
	Requesting Employee <i>See Miller by RB</i>		Date (mm/dd/yyyy) 8/16/19
	Budget Analyst <i>Robert P. Allen</i>	<input checked="" type="checkbox"/> Approved <input type="checkbox"/> Not approved <input type="checkbox"/> Revise	8/19/19
	Deputy Commissioner (for international, D.C., and for Exec or Senior Staff)	<input type="checkbox"/> Approved <input type="checkbox"/> Not approved <input type="checkbox"/> Revise	
	Travel Accountant	<input type="checkbox"/> Reviewed	
	Encumbrance Accountant	<input type="checkbox"/> Encumbered	
	Travel Accountant	<input type="checkbox"/> File	
	Reason for disapproval (please initialize)		
	1 SIGNATURE OF SUPERVISOR		
	Supervisor Signature <i>Tina Kleinschmidt</i>	Supervisor Printed Name TINA KLEINSCHMIDT	Date (mm/dd/yyyy) 8-19-19
Reason(s) for disapproval			
Assistant Commissioner/Regional Director <i>Jason Fearnley</i>	<input type="checkbox"/> Concur <input type="checkbox"/> Do not concur	Date (mm/dd/yyyy) 8/19/19	
SECTION F	1 CHECKLIST TO BE COMPLETED BY REQUESTING EMPLOYEE		
	<input type="checkbox"/> ATR-401 Travel Request for Out-of-State, International or Washington, D. C. form		
	<input type="checkbox"/> Actual Expenses Approval		
	<input type="checkbox"/> ATR-402 OSFR Report of State Agency Travel to Washington, D. C.		
	<input type="checkbox"/> ATR-403 Travel Advance Request form (only if travel advance needed)		

Traveler's Name SID MILLER	Return Date 09/12/2019	Amount \$673.50
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SECTION E	1 APPROVALS		
	Requesting Employee		Date (mm/dd/yyyy)
	<i>San Miller by RB</i>		8/16/19
	Budget Analyst	<input checked="" type="checkbox"/> Approved <input type="checkbox"/> Not approved <input type="checkbox"/> Revise	
	<i>Howard R. F. F.</i>		
	Deputy Commissioner (for international, D.C., and for Exec or Senior Staff)	<input type="checkbox"/> Approved <input type="checkbox"/> Not approved <input type="checkbox"/> Revise	
	Travel Accountant	<input type="checkbox"/> Reviewed	
	Encumbrance Accountant	<input type="checkbox"/> Encumbered	
Travel Accountant	<input type="checkbox"/> File		
Reason for disapproval (please initialize)			

1 SIGNATURE OF SUPERVISOR			
Supervisor Signature	Supervisor Printed Name	<input checked="" type="checkbox"/> Approved <input type="checkbox"/> Disapproved <input type="checkbox"/> Revise	Date (mm/dd/yyyy)
<i>Tina Schmidt</i>	TINA KLEINSCHMIDT		8-19-19
Reason(s) for disapproval			
Assistant Commissioner/Regional Director			Date (mm/dd/yyyy)
<i>Jason Feareybaugh by RB</i>			8/19/19
<input type="checkbox"/> Concur <input type="checkbox"/> Do not concur			

SECTION F	1 CHECKLIST TO BE COMPLETED BY REQUESTING EMPLOYEE	
	<input type="checkbox"/> ATR-401 Travel Request for Out-of-State, International or Washington, D. C. form	
	<input type="checkbox"/> Actual Expenses Approval	
	<input type="checkbox"/> ATR-402 OSFR Report of State Agency Travel to Washington, D. C.	
	<input type="checkbox"/> ATR-403 Travel Advance Request form (only if travel advance needed)	

Traveler's Name SID MILLER	Return Date 09/12/2019	Amount \$673.50
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SECTION E			
1 APPROVALS			
Requesting Employee	<i>[Signature]</i> by (RB)		Date (mm/dd/yyyy) 8/16/19
Budget Analyst <i>[Signature]</i>	<input checked="" type="checkbox"/> Approved <input type="checkbox"/> Not approved <input type="checkbox"/> Revise	10/24/19	
Deputy Commissioner (for international, D.C., and for Exec or Senior Staff)	<input type="checkbox"/> Approved <input type="checkbox"/> Not approved <input type="checkbox"/> Revise		
Travel Accountant	<input type="checkbox"/> Reviewed		
Encumbrance Accountant	<input type="checkbox"/> Encumbered		
Travel Accountant	<input type="checkbox"/> File		
Reason for disapproval (please initialize)			
1 SIGNATURE OF SUPERVISOR			
Supervisor Signature <i>[Signature]</i>	Supervisor Printed Name LIN LEINSCHMIDT	<input checked="" type="checkbox"/> Approved <input type="checkbox"/> Disapproved <input type="checkbox"/> Revise	Date (mm/dd/yyyy) 8-19-19
Reason(s) for disapproval			
Assistant Commissioner/Regional Director	<input type="checkbox"/> Concur <input type="checkbox"/> Do not concur	Date (mm/dd/yyyy)	

SECTION F	
1 CHECKLIST TO BE COMPLETED BY REQUESTING EMPLOYEE	
<input type="checkbox"/>	ATR-401 Travel Request for Out-of-State, International or Washington, D. C. form
<input type="checkbox"/>	Actual Expenses Approval
<input type="checkbox"/>	ATR-402 OSFR Report of State Agency Travel to Washington, D. C.
<input type="checkbox"/>	ATR-403 Travel Advance Request form (only if travel advance needed)

[Handwritten signature]



FY 2019 Per Diem Rates for New Mexico

I'm interested in:

Lodging Rates

Meals & Incidentals (M&IE) Rates

Lodging by month (excluding taxes) | October 2018 - September 2019

Cities not appearing below may be located within a county for which rates are listed. To determine what county a city is located in, visit the National Association of Counties (NACO) website (a non-federal website).

[CSV](#)

[Print](#)

Primary Destination ⓘ	County ⓘ	2018 Oct	Nov	Dec	2019 Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
Standard Rate	Applies for all locations without specified rates	\$94	\$94	\$94	\$94	\$94	\$94	\$94	\$94	\$94	\$94	\$94	\$94
Carlsbad	Eddy	\$166	\$166	\$166	\$166	\$166	\$166	\$166	\$166	\$166	\$166	\$166	\$166
Santa Fe	Santa Fe	\$123	\$123	\$123	\$100	\$100	\$123	\$123	\$123	\$123	\$123	\$123	\$123
Taos	Taos	\$105	\$105	\$105	\$105	\$105	\$105	\$105	\$105	\$105	\$105	\$105	\$105

Meals & Incidentals (M&IE) Breakdown ⓘ

Use this table to find the following information for federal employee travel:

M&IE Total - the full daily amount received for a single calendar day of travel when that day is neither the first nor last day of travel.

Breakfast, lunch, dinner, incidentals - Separate amounts for meals and incidentals. M&IE Total = Breakfast + Lunch + Dinner + Incidentals. Sometimes meal amounts must be deducted from trip voucher. See More Information

First & last day of travel - amount received on the first and last day of travel and equals 75% of total M&IE.

CSV

Print

Primary Destination ⓘ	County ⓘ	M&IE Total	Continental Breakfast/Breakfast	Lunch	Dinner	Incidental Expenses	First & Last Day of Travel ⓘ
Standard Rate	Applies for all locations without specified rates	\$55	\$13	\$14	\$23	\$5	\$41.25
Carlsbad	Eddy	\$56	\$13	\$15	\$23	\$5	\$42.00
Santa Fe	Santa Fe	\$61	\$14	\$16	\$26	\$5	\$45.75
Taos	Taos	\$66	\$16	\$17	\$28	\$5	\$49.50

I'm interested in:

Rebecca Bustamante

From: Rebecca Bustamante
Sent: Thursday, July 25, 2019 1:27 PM
To: gov@nationaltravelsystems.com
Subject: Flights needed

Flights needed to Albuquerque, New Mexico from Austin, Texas.

Departure morning flight: September 8, 2019

Return morning flight: September 12, 2019

For Commissioner Sidney Carroll Miller

If you should have any questions please let me know.

Thanks,
Rebecca Bustamante
Executive Assistant/Scheduler
Texas Department of Agriculture
512/463-1408

Visit TDA online:

texasagriculture.gov

[facebook.com/TexasDepartmentofAgriculture](https://www.facebook.com/TexasDepartmentofAgriculture)

twitter.com/texasdeptofag

08/04/2021 3:09 PM

Guest: SID MILLER
Confirmation #: VVOEJN
Check-In 09/12/2019
Check-Out 09/13/2019
Nights 1

Hyatt Regency DFW
2334 North International Parkway, Dallas,
TX, 75261
US
19724531234

GSA
1 Bedroom Hotel Room
County: Dallas
September rate: \$157.00

Folio Receipt

Date	Description	Charges
09/12/2019	King Bed: Room Size: 364 Sqft: Balcony: Up To 10 Pct Off Bar Thru Sep30	\$194.05

Subtotal:	\$194.05
Taxes & Fees:	\$27.11
Total Charges:	\$221.16
Payment Method:	Direct Bill

Above expenses do not include any miscellaneous or incidental charges made by guest directly to hotel. Cardholder acknowledges receipt of goods and/or services in the amount of the total shown above and agrees to perform the obligations and terms in the cardholder agreement with the seller.

The above rate is based on your length of stay as stated on this folio. Any variance to your actual departure date can result in a daily rate adjustment that will be reflected in total room charges on your final bill.

Need Assistance?

Contact a billing specialist: **1-800-803-0452**

D Voucher
DELTA HOTELS MARRIOTT WINNIPEG # 1000 9755

350 St. Mary Avenue, Winnipeg, Manitoba, R3C 3J2
Tel: 204-942-0551 Fax: 204-943-8702

Sid Miller
720 S. Colorado Blvd
Denver CO 80246
United States

Room: 9020
Folio: 180733
Cashier: 41
Arrival: 11-12-19
Departure: 11-12-19
Reference:

Date	Description	Additional Information	Charges	Credits
11-12-19	Guaranteed No Show	No Show Nov 11th	139.00	
11-12-19	Rooms - Federal Tax - GST		6.95	
11-12-19	Rooms - Provincial Tax - PST		9.73	
11-12-19	Visa	[REDACTED]	XX/XX	155.68

GST Summary	
Registration No: 846543619	
Room	6.95
F&B	0.00
Other	0.00
Total	6.95

PST Summary	
Room	9.73
F&B	0.00
Other	0.00
Total	9.73

Total	155.68	155.68
Balance Due	0.00	CDN

89.53

Guest Signature: _____



COMMISSIONER SID MILLER

Texas Department of Agriculture
Travel Request for
Out-of-State, International or Washington, D. C.

DOC No. PT _____

ATR-401

Form with sections: 1 EMPLOYEE INFORMATION, 2 PURPOSE OF TRAVEL, 3 TRAVEL DATES AND TIME, 4 TRAVEL LOCALE, 5 DESCRIBE SPECIFIC PURPOSE OF TRAVEL. Includes fields for name, title, dates, and expenses.

SECTION A

http://www.oanda.com/convert/classic (Currency converter)

Traveler's Name SID MILLER	Return Date 11/15/2019	Amount \$1,987.00
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TRAVEL EXPENSE ITEMIZATIONS FOR OUT-OF-STATE (INCLUDING MEXICO AND CANADA) OR WASHINGTON, D. C.													
Locations OUT-of-STATE		PER DIEM (7116)			TRANSPORTATION (BTA - Bill to Agency)								
SECTION B	Departure City	Destination City	Estimated Meal Expense Days X GSA Rate* or Actual	Estimated Lodging Expense Days X GSA Rate* or Actual	Direct Billed Hotel	State Vehicle	Estimated Mileage Expense (7102) (Miles X 0.580=Cost)		Commercial Airline Enter 'BTA' or Amount (7111)		Rental Vehicle Enter 'BTA' or Amount (7111)		Parking, Tolls, (7115) or Taxi (7111)
							Miles	Cost		BTA		BTA	
	DFW	Manitoba	\$ 846.00	\$ 925.00	<input type="checkbox"/>	<input type="checkbox"/>	100.00	\$ 58.00		<input checked="" type="checkbox"/>		<input type="checkbox"/>	20.00
	Manitoba	Manitoba	\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$ 0.00		<input type="checkbox"/>		<input type="checkbox"/>	20.00
	Manitoba	Manitoba	\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$ 0.00		<input type="checkbox"/>		<input type="checkbox"/>	20.00
	Manitoba	Manitoba	\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$ 0.00		<input type="checkbox"/>		<input type="checkbox"/>	20.00
	Manitoba	DFW	\$	\$	<input type="checkbox"/>	<input type="checkbox"/>	100.00	\$ 58.00		<input checked="" type="checkbox"/>		<input type="checkbox"/>	20.00
	Total		\$ 846.00	\$ 925.00	<input type="checkbox"/>	<input type="checkbox"/>	200.00	\$ 116.00	\$ 0.00	<input type="checkbox"/>	\$ 0.00	<input type="checkbox"/>	\$ 100.00

TRAVEL EXPENSE ITEMIZATIONS FOR INTERNATIONAL (7121)													
Locations OUT-of-STATE		PER DIEM			TRANSPORTATION (BTA - Bill to Agency)								
SECTION C	Departure City	Destination City	Estimated Meal Expense Days X US Dept of State International Rate**	Estimated Lodging Expense Days X US Dept of State International Rate**	Direct Billed Hotel	State Vehicle	Estimated Mileage Expense (7102) (Miles X 0.580=Cost)		Commercial Airline Enter 'BTA' or Amount		Rental Vehicle Enter 'BTA' or Amount		Parking, Tolls, (7115) or Taxi (7111)
							Miles	Cost		BTA		BTA	
			\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$ 0.00		<input type="checkbox"/>		<input type="checkbox"/>	
			\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$ 0.00		<input type="checkbox"/>		<input type="checkbox"/>	
			\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$ 0.00		<input type="checkbox"/>		<input type="checkbox"/>	
	Total		\$ 0.00	\$ 0.00	<input type="checkbox"/>	<input type="checkbox"/>	0.00	\$ 0.00	\$ 0.00	<input type="checkbox"/>	\$ 0.00	<input type="checkbox"/>	\$ 0.00

SECTION D	TRAVEL ADVANCE REQUEST, IF NEEDED	
	Is travel advance needed? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, complete form ATR-403 Travel Advance Request form using Totals from above.	
	Total for Meals \$ 846.00 Total for Lodging \$ 925.00 Total Parking, Tolls, or Taxi \$ 100.00	
	TOTAL EXPENSES: \$ 1871.00 80%= Maximum Advance Amount \$ 1464.80	

*Attach a hard copy of the GSA per Diem rate to this request, found at http://www.gsa.gov/Portal/gsa/ep/contentView.do?contentId=17943&contentType=GSA_BASIC.

**Attach a hard copy of the US Department of State International Rate to this request, found at http://aoprals.state.gov/web920/per_diem_action.asp?MenuHide=1&CountryCode=1114.



Traveler's Name SID MILLER	Return Date 11/16/2019	Amount \$1,987.00
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SECTION E	1 APPROVALS			
	Requesting Employee <i>[Signature]</i>	Date (mm/dd/yyyy) 10/21/19		
	Budget Analyst	<input type="checkbox"/> Approved <input type="checkbox"/> Not approved <input type="checkbox"/> Revise		
	Deputy Commissioner for International, D.C., and for Exec or Senior Staff <i>[Signature]</i>	<input checked="" type="checkbox"/> Approved <input type="checkbox"/> Not approved <input type="checkbox"/> Revise	11-26-19	
	Travel Accountant	<input type="checkbox"/> Reviewed		
	Encumbrance Accountant	<input type="checkbox"/> Encumbered		
	Travel Accountant	<input type="checkbox"/> File		
	Reason for disapproval (please initialize)			
1 SIGNATURE OF SUPERVISOR				
Supervisor Signature <i>[Signature]</i>	Supervisor Printed Name TIM LEINSLAMMPT	<input checked="" type="checkbox"/> Approved <input type="checkbox"/> Disapproved <input type="checkbox"/> Revise	Date (mm/dd/yyyy) 11-26-19	
Reason(s) for disapproval				
Assistant Commissioner/Regional Director		<input type="checkbox"/> Concur <input type="checkbox"/> Do not concur	Date (mm/dd/yyyy)	

SECTION F	1 CHECKLIST TO BE COMPLETED BY REQUESTING EMPLOYEE		
	<input type="checkbox"/> ATR-401 Travel Request for Out-of-State, International or Washington, D. C. form		
	<input type="checkbox"/> Actual Expenses Approval		
	<input type="checkbox"/> ATR-402 OSFR Report of State Agency Travel to Washington, D. C.		
	<input type="checkbox"/> ATR-403 Travel Advance Request form (only if travel advance needed)		

[Handwritten signature]

08/04/2021 3:14 PM

Guest: SID MILLER
Confirmation #: 8136575266473
Check-In 11/11/2019
Check-Out 11/12/2019
Nights 1

Delta Hotels by Marriott Winnipeg
350 St Mary Ave, Winnipeg, MB, R3C 3,
CA
CA
8883114990

Folio Receipt

Date	Description	Charges
11/11/2019	2 Queen Beds	\$101.52
Subtotal:		\$101.52
Taxes & Fees:		\$17.51
Total Charges:		\$119.03
Payment Method:		Direct Bill

Above expenses do not include any miscellaneous or incidental charges made by guest directly to hotel. Cardholder acknowledges receipt of goods and/or services in the amount of the total shown above and agrees to perform the obligations and terms in the cardholder agreement with the seller.

The above rate is based on your length of stay as stated on this folio. Any variance to your actual departure date can result in a daily rate adjustment that will be reflected in total room charges on your final bill.

Need Assistance?

Contact a billing specialist: **1-800-803-0452**



derek

W# 10012905

65
Stockyards Hotel
109 East Exchange Ave
Fort Worth, TX 76164
817.625.6427 phone
www.stockyardshotel.com

Guest Name: SID MILLER

Page No. 1

[Redacted]

USA

Room #: 303
Folio #: R2BBF7
Group #:
Guests: 1
Clerk: SHAWN

CL #:

Arrive: 12/09/19

Time: 09:39 PM

Depart: 12/10/19

Time: 08:27 AM

Status: HIST

Date	Description	Reference	Comment	Charges	Credits
12/09/2019	HOTEL PARKING	120997492303		\$15.00	\$0.00
12/09/2019	ROOM CHARGE	303		\$134.10	\$0.00
12/09/2019	STATE TAX	303t	STATE TAX	\$8.05	\$0.00
12/09/2019	CITY TAX	303t	CITY TAX	\$12.07	\$0.00
12/10/2019	HOTEL PARKING	120997492303	VALET INCLUDED EXPEDIA	\$0.00	(\$15.00)
12/10/2019	CASHEWS	12101027923		\$7.99	\$0.00
12/10/2019	SALES TAX	12101027923t	SALES TAX	\$0.66	\$0.00
12/10/2019	WATER	12101048923		\$2.49	\$0.00
12/10/2019	SALES TAX	12101048923t	SALES TAX	\$0.21	\$0.00
12/10/2019	PAY VISA	Ck Out 08:26	[Redacted]	\$0.00	(\$165.57)
12/13/2019	PAY VISA	12139539230		\$165.57	\$0.00
12/13/2019	PAY MASTERCARD	12139549230		\$0.00	(\$165.57)

Folio Balance: \$0.00

134.10
12.07
8.05

154.22

10210
29041

X

Thank you for staying at the Historic Stockyards Hotel.

Ya'll come back and see us! Don't forget to check us out on facebook!



AMERICAN OVERSIGHT



COMMISSIONER SID MILLER

Texas Department of Agriculture
Travel Request for In-State

ATR-400

Form with sections: 1 EMPLOYEE INFORMATION, 2 PURPOSE OF TRAVEL, 3 TRAVEL DATES AND TIME, 4 TRAVEL LOCALE, 5 DESCRIBE SPECIFIC PURPOSE OF TRAVEL. Includes fields for name, title, dates, times, and expenses.

SECTION A

Traveler's Name SID MILLER	Return Date 12/09/2019	Amount \$226.20
-----------------------------------	-------------------------------	------------------------

1 TRAVEL EXPENSE ITEMIZATIONS														
LOCATIONS IN-STATE		PER DIEM (7106)			TRANSPORTATION									
Departure City	Destination City	Estimated Meal Expense Days X GSA Rate* or Actual	Estimated Lodging Expense Days X GSA Rate* or Actual	Direct Billed Hotel	State Vehicle	Estimated Mileage Expense (7102) (Miles X 0.580=Cost)		Commercial Airline (7101)		Aircraft Pooling Board (7445)		Rental Vehicle (7101)		Parking, Tolls, (7105) or Taxi (7101)
						Miles	Cost		BTA		BTA		BTA	
AUSTIN	DALLAS	\$	\$	<input type="checkbox"/>	<input type="checkbox"/>	195.00	\$113.10		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
DALLAS	AUSTIN	\$	\$	<input type="checkbox"/>	<input type="checkbox"/>	195.00	\$113.10		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
Total		\$0.00	\$0.00	<input type="checkbox"/>	<input type="checkbox"/>	390.00	\$226.20	\$0.00	<input type="checkbox"/>	\$0.00	<input type="checkbox"/>	\$0.00	<input type="checkbox"/>	\$0.00

1 TRAVEL ADVANCE REQUEST, IF NEEDED	
SECTION C	Is travel advance needed? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, complete ATR-403 Travel Advance Request form using Totals from above.
	Total for Meals \$0.00 Total for Lodging \$0.00 Total Parking, Tolls, or Taxi \$0.00 TOTAL EXPENSES: \$ 0.00 80%= Maximum Advance Amount \$ 0.00

*Attach a hard copy of the GSA per Diem rate to this request, found at http://www.gsa.gov/Portal/gsa/ep/contentView.do?contentId=17943&contentType=GSA_BASIC.

Traveler's Name SID MILLER	Return Date 12.09.2019	Amount \$226.20
----------------------------	------------------------	-----------------

SECTION D	1 APPROVALS		
	Requesting Employee	Date (mm/dd/yy)	
	AC/RD	<input type="checkbox"/> Approved <input type="checkbox"/> Not approved <input type="checkbox"/> Revise	
	Travel Accountant	<input type="checkbox"/> Filed	
	1 SIGNATURE OF SUPERVISOR		
Supervisor Signature	Supervisor Printed Name	Date (mm/dd/yyyy)	<input checked="" type="checkbox"/> Approved <input type="checkbox"/> Disapproved <input type="checkbox"/> Revise
Reason(s) for disapproval			
Assistant Commissioner/Regional Director	<input type="checkbox"/> Concur <input type="checkbox"/> Do not concur		Date (mm/dd/yyyy)

SECTION E	1 CHECKLIST TO BE COMPLETED BY REQUESTING EMPLOYEE	
	Please use this checklist to ensure you are sending all of the necessary information and documents. <input type="checkbox"/> ATR-400 Travel Request for In-State form <input type="checkbox"/> ATR-403 Travel Advance Request form (if applicable)	

26

Courtyard by Marriott® Houston Intercontinental Airport
15838 John F Kennedy Blvd, Houston, TX 77032 P 281.449.5400
Marriott.com/IAHCH

Sid Miller
720 S. Colorado Blvd
Denver CO 80246
No Company Name

Room: GNS
Room Type: HSE
Number of Guests: 1
Rate: \$154.00
Clerk: AJF

Arrive: 07Jan20 Time: 06:00AM Depart: 08Jan20 Time: 06:00AM Folio Number: 70425

DATE	DESCRIPTION	CHARGES	CREDITS
07Jan20	Room Charge	154.00	
07Jan20	State Occupancy Tax	9.24	
07Jan20	City Tax	10.78	
07Jan20	County Tax	6.16	
08Jan20	Visa		180.18

16.94

Amount: 180.18 Auth: 058410 Signature on File

BALANCE: 0.00

9

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BY MARRIOTT

Courtyard by Marriott[®] Lubbock
4011 So. Loop 289, Lubbock, Tx. 79423 P 806.795.1633
Marriott.com/LBBCY

Sid Miller
Texas Dept Of Agriculture

Room: 221
Room Type: QNQN
Number of Guests: 1
Rate: \$149.00 Clerk: JAZ

Arrive: 04Mar20 Time: 07:58PM Depart: 05Mar20 Time: 07:02AM Folio Number: 92686

DATE	DESCRIPTION	CHARGES	CREDITS
04Mar20	Room Charge	149.00	
04Mar20	State Occupancy Tax	8.94	
04Mar20	Occupancy Sales Tax	10.43	
04Mar20	County Tax	2.98	
05Mar20	Master Card		171.35
		<i>Amount: 171.35 Auth: 0A59HD Signature on File</i>	
BALANCE:			0.00

Marriott Bonvoy Account # [REDACTED] Your Marriott Bonvoy points/miles earned on your eligible earnings will be credited to your account. Check your Marriott Bonvoy account statement or your online statement for updated activity.

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TX-TDA-21-0913-A-000183

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7415 East 41st Avenue, Denver, Co 80216 P 303.333.3303
Marriott.com/DENCA

Sid Miller
720 S. Colorado Blvd
Denver CO 80246
Agrigulture Industry

Room: 344
Room Type: GENR
Number of Guests: 1
Rate: \$119.00 Clerk: BCJ

Arrive: 10May20 Time: 08:50PM Depart: 12May20 Time: 10:00AM Folio Number: 71010

DATE	DESCRIPTION	CHARGES	CREDITS
10May20	Room Charge	119.00	
10May20	Occupancy Sales Tax	4.76	
10May20	City Tax	12.79	
10May20	County Tax	1.19	
11May20	Room Charge	119.00	
11May20	Occupancy Sales Tax	4.76	
11May20	City Tax	12.79	
11May20	County Tax	1.19	
12May20	Visa		275.48

Card #: [REDACTED]
Amount: 275.48 Auth: 00319D Signature on File
This card was electronically swiped on 10May20

BALANCE: 0.00

As a Marriott Bonvoy Member, you could have earned points towards your free dream vacation today. Start earning points and Elite status, plus enjoy exclusive member offers. Enroll today at the front desk.

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COMMISSIONER SID MILLER

Texas Department of Agriculture
Travel Request for
Out-of-State, International or Washington, D. C.

DOC No. PT _____

ATR-401

Form with sections: 1 EMPLOYEE INFORMATION, 2 PURPOSE OF TRAVEL, 3 TRAVEL DATES AND TIME, 4 TRAVEL LOCALE, 5 DESCRIBE SPECIFIC PURPOSE OF TRAVEL. Includes fields for name, title, dates, times, and travel expenses.

http://www.oanda.com/convert/classic (Currency converter)

Traveler's Name SID MILLER	Return Date 05/12/2020	Amount \$504.15
-----------------------------------	-------------------------------	------------------------

SECTION B ¹ TRAVEL EXPENSE ITEMIZATIONS FOR OUT OF STATE (INCLUDING MEXICO AND CANADA) OR WASHINGTON, D. C.												
Locations OUT-of-STATE		PER DIEM (7116)			TRANSPORTATION (BTA – Bill to Agency)							
Departure City	Destination City	Estimated Meal Expense Days X GSA Rate* or Actual	Estimated Lodging Expense Days X GSA Rate* or Actual	Direct Billed Hotel	State Vehicle	Estimated Mileage Expense (7102) (Miles X0.575=Cost)		Commercial Airline Enter 'BTA' or Amount (7111)		Rental Vehicle Enter 'BTA' or Amount (7111)		Parking, Tolls, (7115) or Taxi (7111)
						Miles	Cost		BTA		BTA	
DFW	Denver, Co	\$ 45.00	\$ 119.00	<input checked="" type="checkbox"/>	<input type="checkbox"/>	101.00	\$ 58.08		<input type="checkbox"/>		<input type="checkbox"/>	
Denver, Co	Denver, Co	\$ 60.00	\$ 119.00	<input checked="" type="checkbox"/>	<input type="checkbox"/>		\$ 0.00		<input type="checkbox"/>		<input type="checkbox"/>	
Denver, Co	DFW	\$ 45.00	\$	<input type="checkbox"/>	<input type="checkbox"/>	101.00	\$ 58.08		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$ 0.00		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$ 0.00		<input type="checkbox"/>		<input type="checkbox"/>	
Total		\$ 150.00	\$ 238.00	<input type="checkbox"/>	<input type="checkbox"/>	202.00	\$ 116.15	\$ 0.00	<input type="checkbox"/>	\$ 0.00	<input type="checkbox"/>	\$ 0.00

SECTION C ¹ TRAVEL EXPENSE ITEMIZATIONS FOR INTERNATIONAL (7121)												
Locations OUT-of-STATE		PER DIEM			TRANSPORTATION (BTA – Bill to Agency)							
Departure City	Destination City	Estimated Meal Expense Days X US Dept of State International Rate**	Estimated Lodging Expense Days X US Dept of State International Rate**	Direct Billed Hotel	State Vehicle	Estimated Mileage Expense (7102) (Miles X0.575=Cost)		Commercial Airline Enter 'BTA' or Amount		Rental Vehicle Enter 'BTA' or Amount		Parking, Tolls, (7115) or Taxi (7111)
						Miles	Cost		BTA		BTA	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$ 0.00		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$ 0.00		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$ 0.00		<input type="checkbox"/>		<input type="checkbox"/>	
Total		\$ 0.00	\$ 0.00	<input type="checkbox"/>	<input type="checkbox"/>	0.00	\$ 0.00	\$ 0.00	<input type="checkbox"/>	\$ 0.00	<input type="checkbox"/>	\$ 0.00

SECTION D ¹ TRAVEL ADVANCE REQUEST, IF NEEDED											
Is travel advance needed? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, complete form ATR-403 Travel Advance Request form using Totals from above.											
Total for Meals \$ 150.00 Total for Lodging \$ 238.00 Total Parking, Tolls, or Taxi \$ 0.00											
TOTAL EXPENSES: \$ 388.00 80%= Maximum Advance Amount \$ 310.40											

*Attach a hard copy of the GSA per Diem rate to this request, found at http://www.gsa.gov/Portal/gsa/ep/contentView.do?contentId=17943&contentType=GSA_BASIC.

**Attach a hard copy of the US Department of State International Rate to this request, found at http://aoprals.state.gov/web920/per_diem_action.asp?MenuHide=1&CountryCode=1114.

Traveler's Name SID MILLER	Return Date 05/12/2020	Amount \$504.15
----------------------------	------------------------	-----------------

SECTION E	¹ APPROVALS		
	Requesting Employee		Date (mm/dd/yyyy) 5/7/2020
	Budget Analyst	<input type="checkbox"/> Approved <input type="checkbox"/> Not approved <input type="checkbox"/> Revise	
	Deputy Commissioner (for international, D.C., and for Exec or Senior Staff)	<input type="checkbox"/> Approved <input type="checkbox"/> Not approved <input type="checkbox"/> Revise	
	Travel Accountant	<input type="checkbox"/> Reviewed	
	Encumbrance Accountant	<input type="checkbox"/> Encumbered	
	Travel Accountant	<input type="checkbox"/> File	
	Reason for disapproval (please initialize)		
¹ SIGNATURE OF SUPERVISOR			
Supervisor Signature	Supervisor Printed Name	<input type="checkbox"/> Approved <input type="checkbox"/> Disapproved <input type="checkbox"/> Revise	Date (mm/dd/yyyy)
Reason(s) for disapproval			
Assistant Commissioner/Regional Director	<input type="checkbox"/> Concur <input type="checkbox"/> Do not concur	Date (mm/dd/yyyy)	

SECTION F	¹ CHECKLIST TO BE COMPLETED BY REQUESTING EMPLOYEE	
	<input type="checkbox"/> ATR-401 Travel Request for Out-of-State, International or Washington, D. C. form	
	<input type="checkbox"/> Actual Expenses Approval	
	<input type="checkbox"/> ATR-402 OSFR Report of State Agency Travel to Washington, D. C.	
	<input type="checkbox"/> ATR-403 Travel Advance Request form (only if travel advance needed)	



National Travel Systems, LP
4314 S Loop 289
Ste 300
Lubbock, TX 79413

If email attachments are not compatible with your company calendar configuration, click on the links below to add to your calendar.

For a single calendar entry click [here](#)

Travel Itinerary

Agency Booking Confirmation Number: **WDEZYM**

Passenger Names

MILLER/SIDNEY CARROLL

Please verify that everything is correct on this itinerary. If there are any mistakes you must advise National Travel Systems within 24 hours. We will not be held responsible for any change fees or additional charges to correct any mistakes that are not reported within 24 hours of the ticket being issued.

All ticketed flights must be cancelled prior to departure. Failure to do so could result in the cancellation of the entire itinerary and loss of the ticket value.

Please reconfirm your flights 24 hours prior to departure

Southwest Airlines - Flight Number 1495		Confirmation: K2BSEC
Departure: Sun, 05/10/2020 4:45 PM Departure City: Dallas-Love Field, TX (DAL) Departing Terminal: TERMINAL 1 Status: Confirmed	Arrival: Sun, 05/10/2020 6:00 PM Arrival City: Denver, CO (DEN) Arrival Terminal: Class of Service: C - C	Equipment: 73H Travel Time: 2 hour(s) 15 minute(s) Add flight to Calendar Baggage Info Weather <input type="button" value="CHECK IN NOW"/>
Seat Assignments:		

Southwest Airlines - Flight Number 0043		Confirmation: K2BSEC
Departure: Tue, 05/12/2020 1:15 PM Departure City: Denver, CO (DEN) Departing Terminal: Status: Confirmed	Arrival: Tue, 05/12/2020 4:10 PM Arrival City: Dallas-Love Field, TX (DAL) Arrival Terminal: TERMINAL 1 Class of Service: C - C	Equipment: 73W Travel Time: 1 hour(s) 55 minute(s) Add flight to Calendar Baggage Info Weather <input type="button" value="CHECK IN NOW"/>
Seat Assignments:		

Other

Date: Tue, 05/12/2020 City: Dallas-Love Field, TX SOUTHWEST ELECTRONIC TICKET SI-CONFO NBR K2BSEC

Invoice Detail

Southwest Airlines 05/6/2020 Invoice Number: 0448949 Professional Fee: 8900797236017 Issue Date: 05/6/2020	Amount: \$297.96 Amount: \$5.00 Total Fare: USD \$5.00
Your total has been charged to Mastercard ending in [REDACTED] All charges will be billed and appear separately on your statement	

Exchange Detail

New Ticket Number: Original Ticket Number:	Issue Date: 5/6/2020	New Airfare: \$297.96 Original Airfare: -\$206.98 Airline Change Fee: \$0.00 Amount Charged: \$90.98
---	-----------------------------	---

Frequent Flyer Info

Southwest Airlines [REDACTED]

TX-TDA-21-0913-A-000188

General Remarks

PLEASE VERIFY THE DATES, TIME AND LEGAL NAME
OF THE TRAVEL THAT HAS BEEN PREPARED FOR
YOU. IF THERE ARE ANY MISTAKES PLEASE
ADVISE WITHIN 24 HOURS. NATIONAL TRAVEL WILL
NOT BE HELD RESPONSIBLE FOR ANY CHANGE FEES
OR ADDITIONAL CHARGES TO CORRECT ANY MISTAKES,
THAT ARE NOT REPORTED WITHIN 24 HOURS OF TICKET
BEING ISSUED
FARES ARE SUBJECT TO CHANGE UNTIL TICKETED

ANY ERROR WITH THIS ITINERARY OR NAMES
MUST BE BROUGHT TO OUR ATTENTION BY THE
CLOSE OF BUSINESS, THE DAY TICKETS ARE
PURCHASED OR WE WILL NOT BE LIABLE FOR
MISTAKES

PLEASE RE-CONFIRM FLIGHTS 24 HOURS IN ADVANCE
AS SCHEDULE CHANGES MAY HAVE OCCURRED.

FOR EMERGENCY SERVICE BETWEEN 500PM AND 800AM
PLEASE CALL 800-542-0452

PLEASE BE ADVISED THAT MOST MAJOR AIRLINE CARRIERS
HAVE INSTITUTED FEES ON CHECKED LUGGAGE INCLUDING
FIRST AND SECOND BAGS. PLEASE CONTACT YOUR AGENT
IMMEDIATELY TO VERIFY THE CHECKED LUGGAGE FEES
THAT MAY APPLY TO THIS ITINERARY.
THANK YOU FOR CHOOSING NATIONAL TRAVEL SYSTEMS.

INVOICE BILLED TO CC [REDACTED]

EXCEPTION CODE B

YOUR NONREFUNDABLE FARE IS 297.96

APPLIED FUNDS 206.98

TOTAL CHARGE 90.98

PLUS A 5.00 FEE

From: bjenkins@nationalTravelsystems.com
To: [Rebecca Bustamante](#)
Subject: MILLER 15MAR Denver, CO
Date: Wednesday, May 6, 2020 10 50:49 AM
Attachments: [WDEZYM.pdf](#)
[WN Flight number 1495 DAL DEN Departs 445 PM \(Local Time\) SIDNEY CARROLL MILLER.ics](#)
[WN Flight number 0043 DEN DAL Departs 115 PM \(Local Time\) SIDNEY CARROLL MILLER.ics](#)
[WDEZYM.txt](#)

WARNING: This email originated from outside of the Texas Department of Agriculture email system. DO NOT click links or open attachments unless you expect them from the sender and know the content is safe.

Created 5/6/2020 10:50 AM CDT

National Travel Systems, LP
 4314 S Loop 289
 Ste 300
 Lubbock, TX 79413

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 For a single calendar entry click [here](#)

Travel Itinerary
 Agency Booking Confirmation Number: **WDEZYM**

Passenger Names
MILLER/SIDNEY CARROLL

Please verify that everything is correct on this itinerary. If there are any mistakes you must advise National Travel Systems within 24 hours. We will not be held responsible for any change fees or additional charges to correct any mistakes that are not reported within 24 hours of the ticket being issued.

All ticketed flights must be cancelled prior to departure. Failure to do so could result in the cancellation of the entire itinerary and loss of the ticket value.

Please reconfirm your flights 24 hours prior to departure

Southwest Airlines - Flight Number 1495		Confirmation: K2BSEC
Departure Sun, 05/10/2020 4:45 PM Departure City Dallas-Love Field, TX (DAL) Departing Terminal TERMINAL 1 Status Confirmed	Arrival Sun, 05/10/2020 6:00 PM Arrival City Denver, CO (DEN) Arrival Terminal Class of Service C - C	Equipment 73H Travel Time 2 hour(s) 15 minute(s) Add flight to Calendar Baggage Info Weather
Seat Assignments		
Southwest Airlines - Flight Number 0043		Confirmation: K2BSEC
Departure Tue, 05/12/2020 1:15 PM Departure City Denver, CO (DEN) Departing Terminal Status Confirmed	Arrival Tue, 05/12/2020 4:10 PM Arrival City Dallas-Love Field, TX (DAL) Arrival Terminal TERMINAL 1 Class of Service C - C	Equipment 73W Travel Time 1 hour(s) 55 minute(s) Add flight to Calendar Baggage Info Weather
Seat Assignments		
Other		
Date Tue, 05/12/2020 City Dallas-Love Field, TX SOUTHWEST ELECTRONIC TICKET SI-CONFO NBR K2BSEC		
Invoice Detail		
Southwest Airlines Invoice Number 0448949	05/6/2020	Amount \$297.96

Professional Fee 8900797236017 Issue Date 05/6/2020 Amount \$5 00
Total Fare USD \$5 00
Your total has been charged to Mastercard ending In [REDACTED]
All charges will be billed and appear separately on your statement

Exchange Detail

New Ticket Number	Issue Date 5/6/2020	New Airfare \$297 96
Original Ticket Number		Original Airfare -\$206 98
		Airline Change Fee \$0 00
		Amount Charged \$90 98

Frequent Flyer Info

Southwest Airlines [REDACTED]

General Remarks

PLEASE VERIFY THE DATES, TIME AND LEGAL NAME
OF THE TRAVEL THAT HAS BEEN PREPARED FOR
YOU. IF THERE ARE ANY MISTAKES PLEASE
ADVISE WITHIN 24 HOURS. NATIONAL TRAVEL WILL
NOT BE HELD RESPONSIBLE FOR ANY CHANGE FEES
OR ADDITIONAL CHARGES TO CORRECT ANY MISTAKES,
THAT ARE NOT REPORTED WITHIN 24 HOURS OF TICKET
BEING ISSUED
FARES ARE SUBJECT TO CHANGE UNTIL TICKETED

ANY ERROR WITH THIS ITINERARY OR NAMES
MUST BE BROUGHT TO OUR ATTENTION BY THE
CLOSE OF BUSINESS, THE DAY TICKETS ARE
PURCHASED OR WE WILL NOT BE LIABLE FOR
MISTAKES

PLEASE RE-CONFIRM FLIGHTS 24 HOURS IN ADVANCE
AS SCHEDULE CHANGES MAY HAVE OCCURRED.

FOR EMERGENCY SERVICE BETWEEN 500PM AND 800AM
PLEASE CALL 800-542-0452

PLEASE BE ADVISED THAT MOST MAJOR AIRLINE CARRIERS
HAVE INSTITUTED FEES ON CHECKED LUGGAGE INCLUDING
FIRST AND SECOND BAGS. PLEASE CONTACT YOUR AGENT
IMMEDIATELY TO VERIFY THE CHECKED LUGGAGE FEES
THAT MAY APPLY TO THIS ITINERARY.
THANK YOU FOR CHOOSING NATIONAL TRAVEL SYSTEMS.
INVOICE BILLED TO CC [REDACTED]
EXCEPTION CODE B
YOUR NONREFUNDABLE FARE IS 297.96
APPLIED FUNDS 206.98
TOTAL CHARGE 90.98
PLUS A 5.00 FEE

From: [Rebecca Bustamante](#)
To: [TDA Travel](#)
Cc: [Debra Ramirez](#); [Joyce Felix](#)
Subject: Travel Request for SM
Date: Monday, May 11, 2020 1:07:40 PM
Attachments: [atr_401_travel_request_out_of_state_after_010120_SID_MILLER_DENVER_Hemp_Event.pdf](#)
[REDACTED]

Travel request attached for Commissioner currently on travel to Denver, Colorado. Southwest flights were secured and then cancelled.

Rebecca Bustamante

FY 2020 Per Diem Rates for Colorado

I'm interested in **Lodging Rates** Meals & Incidentals (M&IE) Rates [New Search](#)



Lodging by month (excluding taxes) October 2019 - September 2020

Cities not appearing below may be located within a county for which rates are listed. To determine what county a city is located in, visit the [National Association of Counties \(NACCO\)](#) website (a non-federal website).

Primary Destination	County	2019 Oct	Nov	Dec	2020 Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
Boulder / Broomfield	Boulder / Broomfield	\$128	\$128	\$128	\$128	\$128	\$128	\$128	\$157	\$157	\$157	\$157	\$128
Denver / Aurora	Denver / Adams / Arapahoe / Jefferson	\$195	\$151	\$151	\$162	\$162	\$162	\$195	\$195	\$195	\$195	\$195	\$195

Showing 1 to 2 of 2 entries



Meals & Incidentals (M&IE) Breakdown

Use this table to find the following information for federal employee travel:

M&IE total - the full daily amount received for a single calendar day of travel when that day is neither the first nor last day of travel.

Breakfast, lunch, dinner, incidentals - Separate amounts for meals and incidentals. **M&IE Total** = Breakfast + Lunch + Dinner + Incidentals. Some times meal amounts must be deducted from trip vouchers. [See More Information](#)

First & last day of travel - amount received on the first and last day of travel and equals 75% of total M&IE.

Primary Destination	County	M&IE Total	Continental Breakfast/Breakfast	Lunch	Dinner	Incidental Expenses	First & Last Day of Travel
Boulder / Broomfield	Boulder / Broomfield	\$66	\$16	\$17	\$28	\$5	\$49.50
Denver / Aurora	Denver / Adams / Arapahoe / Jefferson	\$76	\$18	\$19	\$34	\$5	\$57.00

Showing 1 to 2 of 2 entries

I'm interested in [New Search](#)

Additional Per Diem topics

- Meals & Incidentals Expenses Breakdown (M&IE)
- FAGS
- State Tax Exemption Forms
- Factors Influencing Lodging Rates
- Per Diem Highlights
- Fire Safe Holidays
- Have a Per Diem Question?
- Downloadable Per Diem Files

CONTACTS

- Additional Contacts for
 - Travel Management Policy

NEED MORE INFORMATION?

- Rates for Alaska, Hawaii, U.S. Territories and Possessions (set by DoD)
- Rates in Foreign Countries (Set by State Dept.)
- Federal Travel Regulations (FTR)

RELATED TOPICS

- Travel Resources
- E-Gov Travel
- FedRooms
- POV Mileage Reimbursement Rates

Print

Last Reviewed: 2020-01-10

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Resources for ...

- Americans with Disabilities
- Children and Consumers
- Federal Employees
- Federal Agencies
- GSA Employees
- Native American Tribes
- Presidential & Congressional Commissions, Boards or Small Agencies
- Small Businesses
- State and Local Governments

Governmentwide Initiatives

- Centers of Excellence
- Cybersecurity
- Digital Strategy
- FedRAMP
- GSA Open Data
- Identity, Credentials, and Access Management
- Open Government
- Pain Language
- Sustainability
- Information Quality
- Total Workplace

Customer Support

- Contact Us
- Customer Service Directors
- Vendor Support Center
- Organization
- Leadership Directory
- Board of Contract Appeals
- Office of Inspector General
- Staff Directory

Reference

- Agency Financial Report
- Budget and Performance
- Catalogs
- Orders & Directives
- Forms
- Freedom of Information Act Requests
- No FEAR Act
- Reports

Website Information

- A-Z Index
- Accessibility
- SiteMap
- Website Policies
- Also of Interest
- Database
- USA.gov
- Whitehouse.gov

Tools

- eBay
- eLibrary
- FBI.gov
- GSA Advantage
- GSA Auctions
- All GSA Web Tools

**Arbor Hotel & Conference Center,
Ascend Hotel (TXJ34)**

6401 62nd St
Lubbock, TX 79424
(806) 771-2420
GM.TXJ34@choicehotels.com

Account: 728364558

Date: 10/22/20

Room: 4417 SRTL

Arrival Date: 10/20/20

Departure Date: 10/22/20

Check In Time: 10/20/20 7:58 PM

Check Out Time: 10/22/20 10:30 AM

Rewards Program ID: [REDACTED]

You were checked out by: mcoffm

You were checked in by: ckorch

Total Balance Due: 0.00



ER, SID
NOWN
PHENVILLE, TX 76401

Date	Description	Comment	Amount
10/20	Visa Payment	[REDACTED]	(239.20)
10/20	Room Charge	#4417 MILLER, SID	104.00
10/20	State Occupancy Tax		6.24
10/20	City Occupancy Tax		7.28
10/20	County Venue Tax		2.08
10/20	Room Charge	#4417 MILLER, SID	104.00
10/20	State Occupancy Tax		6.24
10/20	City Occupancy Tax		7.28
10/20	County Venue Tax		2.08

Folio Summary 10/20/20 - 10/21/20

		208.00
Room Charge		12.48
State Occupancy Tax		14.56
City Occupancy Tax		4.16
County Venue Tax		(239.20)
Visa Payment		
Balance Due:		<u>0.00</u>



AMERICAN OVERSIGHT



COMMISSIONER SID MILLER

Texas Department of Agriculture
Travel Request for In-State

ATR-400

Form with sections: 1 EMPLOYEE INFORMATION, 2 PURPOSE OF TRAVEL, 3 TRAVEL DATES AND TIME, 4 TRAVEL LOCALE, 5 DESCRIBE SPECIFIC PURPOSE OF TRAVEL. Includes fields for name, title, dates, times, and expenses.

Financial Services

January 1, 2020

Traveler's Name SID MILLER Return Date 10/22/2020 Amount \$628.50

1 TRAVEL EXPENSE ITEMIZATIONS														
LOCATIONS IN-STATE		PER DIEM (7106)				TRANSPORTATION								
Departure City	Destination City	Estimated Meal Expense Days X GSA Rate* or Actual	Estimated Lodging Expense Days X GSA Rate* or Actual	Direct Billed Hotel	State Vehicle	Estimated Mileage Expense (7102) (Miles X 0.575=Cost)		Commercial Airline (7101)		Aircraft Pooling Board (7445)		Rental Vehicle (7101)		Parking, Tolls, (7105) or Taxi (7101)
						Miles	Cost	BTA		BTA		BTA		
STEPHENVILLE	LUBBOCK	\$ 41.25	\$ 96.00	<input checked="" type="checkbox"/>	<input type="checkbox"/>	260.00	\$149.50		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
LUBBOCK	LUBBOCK	\$ 55.00	\$ 96.00	<input checked="" type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
LUBBOCK	STEPHENVILLE	\$ 41.25	\$	<input type="checkbox"/>	<input type="checkbox"/>	260.00	\$149.50		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
Total		\$137.50	\$192.00	<input type="checkbox"/>	<input type="checkbox"/>	\$20.00	\$299.00	\$0.00	<input type="checkbox"/>	\$0.00	<input type="checkbox"/>	\$0.00	<input type="checkbox"/>	\$0.00

SECTION C		1 TRAVEL ADVANCE REQUEST, IF NEEDED	
Is travel advance needed?			
<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	If yes, complete ATR-403 Travel Advance Request form using Totals from above.	
Total for Meals \$137.50 Total for Lodging \$192.00 Total Parking, Tolls, or Taxi \$0.00			
TOTAL EXPENSES: \$ 329.50 80%= Maximum Advance Amount \$ 263.60			

*Attach a hard copy of the GSA per Diem rate to this request, found at http://www.gsa.gov/Portal/gsa/ep/contentView.do?contentId=17943&contentType=GSA_BASIC.

Traveler's Name	SID MILLER	Return Date	10/22/2020	Amount	\$628.50
-----------------	------------	-------------	------------	--------	----------

SECTION D	1 APPROVALS				
	Requesting Employee <i>[Signature]</i>				Date (mm/dd/yy) 10-20-20
	AC/RD	<input type="checkbox"/> Approved <input type="checkbox"/> Not approved <input type="checkbox"/> Revise			
	Travel Accountant	<input type="checkbox"/> Filed			
	1 SIGNATURE OF SUPERVISOR				
	Supervisor Signature <i>[Signature]</i>	Supervisor Printed Name LINDA WEINSTEIN	<input checked="" type="checkbox"/> Approved <input type="checkbox"/> Disapproved <input type="checkbox"/> Revise		Date (mm/dd/yyyy) 10-20-20
Reason(s) for disapproval					
Assistant Commissioner/Regional Director				<input type="checkbox"/> Concur <input type="checkbox"/> Do not concur	
Date (mm/dd/yyyy)					

SECTION E	1 CHECKLIST TO BE COMPLETED BY REQUESTING EMPLOYEE				
	Please use this checklist to ensure you are sending all of the necessary information and documents.				
	<input type="checkbox"/> ATR-400 Travel Request for In-State form <input type="checkbox"/> ATR-403 Travel Advance Request form (if applicable)				

A handwritten signature in black ink, appearing to be "M. J. [unclear]", written in a cursive style.

From: [Hotel Engine](#)
To: [Rebecca Bustamante](#); [Rebecca Bustamante](#)
Subject: Your Reservation Confirmation for Arbor Hotel and Conference Center, Ascend Hotel Collection, 6401 62nd Street, Lubbock, TX, 79424
Date: Tuesday, October 20, 2020 9:48:35 AM
Attachments: [reservation.ics](#)

WARNING: This email originated from outside of the Texas Department of Agriculture email system. DO NOT click links or open attachments unless you expect them from the sender and know the content is safe.

[Hotel Engine Logo](#)



Itinerary Details

Confirmation #: 9202423055428

Thanks for choosing Hotel Engine



**Arbor Hotel and Conference Center, Ascend
Hotel Collection**

6401 62nd Street, Lubbock, TX, 79424
[806-771-2420](#)

[View Itinerary](#)

Trip Details

Confirmation #: 9202423055428
Check-In: Tuesday, October 20, 2020
Check-Out: Thursday, October 22, 2020
Nights: 2
Guests: 1
Guest Names: SID MILLER
Rooms: 1
Room Type: 1 King Bed, Non Smoking
Program Name: HE DIRECT

Included Amenities

Free Breakfast
Free Parking

Traveler Details

Account: Department of Agriculture
Traveler: SID MILLER
Department: Default

Summary of Charges

Payment: Direct Bill

Room 1:

Tue, Oct 20 : \$104.00 (GSA \$96)
Wed, Oct 21 : \$104.00 (GSA \$96)
Room 1 Total: \$208.00

Taxes and Fees: \$31.20

Total Charges: \$239.20

Cancellation Policy

Click the button below to cancel your reservation online. Please note that only eligible reservations may be canceled online.

[Cancel Reservation](#)

We understand that sometimes your travel plans change. We do not charge a change or cancel fee. However, this property imposes the following penalty to its customers that we are required to pass on: Cancellations or changes made after 03:00 PM on 10/20/2020 are subject to a 1 Night Room & Tax penalty. If you fail to check-in for this reservation, or if you cancel or change this reservation after check-in, you may incur penalty charges at the discretion of the property of up to 100% of the booking value.

Incidental Charges

Payment has been made for the full amount of the reservation; however, the guest must provide a valid credit card upon check in for any incidentals. Please be advised the hotel will place a pre-authorization on this card that will be released upon check-out.

Check In Instructions

Check in begins at 3:00 PM. Check in ends at 1:00 AM. Check out is due at 12:00 PM. The minimum age requirement is 21. Extra-person charges may apply and vary depending on property policy Government-issued photo identification and a credit card, debit card, or cash deposit may be required at check-in for incidental charges Special requests are subject to availability upon check-in and may incur additional charges; special requests cannot be guaranteed Safety features at this property include a fire extinguisher, a smoke detector, a security system, and a first aid kit Please note that cultural norms and guest policies may differ by country and by property; the policies listed are provided by the property Front desk staff will greet guests on arrival. Due to COVID-19, this property's food and beverage options may be limited pursuant to local regulations.

- The seasonal pool will be open from June to August.
- Pool access available from 10 AM to 11 PM.
- This property advises that enhanced cleaning and guest safety measures are currently in place.
- Disinfectant is used to clean the property; commonly-touched surfaces are cleaned with disinfectant between stays; bed sheets and towels are laundered at a temperature of at least 60°C/140°F.
- Social distancing measures are in place; guests are provided with hand sanitizer; masks are required in public areas.
- Contactless check-out is available.
- Individually-wrapped food options are available for breakfast.
- The property affirms that it follows sanitization practices of Commitment to Clean (Choice) guidelines.
- The property affirms that it adheres to the SafeStay (AHLA - USA) sanitization guidelines.

Fees

The following fees and deposits are charged by the property at time of service, check-in, or check-out.

- Fee for in-room wireless Internet: USD 9 (rates may vary)
- Fee for wireless Internet in public areas: USD 9 (rates may vary)

The above list may not be comprehensive. Fees and deposits may not include tax and are subject to change.

Need Assistance?

Contact Hotel Engine Support: [855-567-4683](tel:855-567-4683)

For faster service, mention itinerary #9202423055428



Hotel Engine, Inc. is located at 720 S. Colorado Blvd. Suite 1050-S,
Denver, CO 80246
© 2020 HotelEngine.com

Subject: HotelEngine reservation at Arbor Hotel and Conference Center, Ascend Hotel Collection

Start: Monday, October 19, 2020 8:00 PM EDT

End: Wednesday, October 21, 2020 8:01 PM EDT

Recurrence: None

Confirmation Number: 9202423055428 Hotel Address: 6401 62nd Street, Lubbock, TX, 79424 Hotel Phone: 806-771-2420
HotelEngine Support: 1-800-803-0452



HOUSTON AIRPORT MARRIOTT

GUEST FOLIO

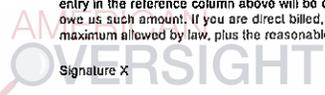
1007	ZZ/MILLER/SID	159.00	01/13/21	DUPLICATE 12:45	42033
ROOM	NAME	RATE	DEPART	TIME	ACCT#
GK			01/12/21		
TYPE			ARRIVE	TIME	
ROOM CLERK	ADDRESS	PAYMENT			MB#:
DATE	REFERENCES	CHARGES	CREDITS	BALANCES DUE	
01/12	ROOMS 1007, 1	159.00			
01/12	STATE TX 1007, 1	9.54			
01/12	CITY TAX 1007, 1	11.13			
01/12	CNTY TAX 1007, 1	3.18			
01/12	SPRIS TX 1007, 1	3.18			
01/12	CCARD MO				
01/13	USKP C/O		186.03		
					.00



HOUSTON AIRPORT MARRIOTT
18700 KENNEDY BLVD
HOUSTON: TX 77032

Treat yourself to the comfort of Marriott Hotels in your home. Visit ShopMarriott.com.

This statement is your only receipt. You have agreed to pay in cash or by approved personal check or to authorize us to charge your credit card for all amounts charged to you. The amounts shown in the credit column opposite any credit card entry in the reference column above will be charged to the credit card number set forth above. (The credit card company will bill in the usual manner.) If for any reason the credit card company does not make payment on this account, you will owe us such amount. If you are direct billed, in the event payment is not made within 25 days after check-out, you will owe us interest from the check-out date on any unpaid amount at the rate of 1.5% per month (ANNUAL RATE 18%), or the maximum allowed by law, plus the reasonable cost of collection, including attorney fees.



TX-TDA-21-0913-A-000205



COMMISSIONER SID MILLER

Texas Department of Agriculture
Travel Request for In-State

ATR-400

SECTION A	1 EMPLOYEE INFORMATION				
	First Name SID	M. I.	Last Name MILLER	Title COMMISSIONER	Texas identification number 70000047442
	2 PURPOSE OF TRAVEL				
	<input type="checkbox"/> Conference <input type="checkbox"/> Training <input type="checkbox"/> Agency Outreach <input type="checkbox"/> Other (please list)				
	3 TRAVEL DATES AND TIME				
Departure Date (mm/dd/yy) 01/12/2021	Departure Time 08:00 <input checked="" type="checkbox"/> a.m. <input type="checkbox"/> p.m.	Return Date (mm/dd/yy) 01/14/2021	Return Time 05:00 <input type="checkbox"/> a.m. <input checked="" type="checkbox"/> p.m.	AY of travel dates 21	
4 TRAVEL LOCALE					
<input type="checkbox"/> In-State (not to exceed GSA per diem rate) <input type="checkbox"/> In-State (actual expenses not to exceed GSA per diem rate)					
5 DESCRIBE SPECIFIC PURPOSE OF TRAVEL					
<u>Tuesday at 2:00pm we will drive to Giddings to inspect the Metrology Lab then drive to Houston to spend the night. Wednesday morning drive to Houston Export Pens inspect of Cattle Barn. Thursday via State Plane to Del Rio to Export Pen.</u>			Meals & Lodging \$209.00 Transportation \$20.00 Mileage \$0.00 Total Request \$229.00		Index 10210 PCA 29041

Traveler's Name SID MILLER	Return Date 01/14/2021	Amount \$229.00
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1 TRAVEL EXPENSE ITEMIZATIONS														
LOCATIONS IN-STATE		PER DIEM (7106)			TRANSPORTATION									
Departure City	Destination City	Estimated Meal Expense Days X GSA Rate* or Actual	Estimated Lodging Expense Days X GSA Rate* or Actual	Direct Billed Hotel	State Vehicle	Estimated Mileage Expense (7102) (Miles X 0.575=Cost)		Commercial Airline (7101)		Aircraft Pooling Board (7445)		Rental Vehicle (7101)		Parking, Tolls, (7105) or Taxi (7101)
						Miles	Cost		BTA		BTA		BTA	
AUSTIN	GIDDINGS	\$	\$	<input type="checkbox"/>	<input checked="" type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
GIDDINGS	HOUSTON	\$ 26.00	\$ 122.00	<input type="checkbox"/>	<input checked="" type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	20.00
HOUSTON	HOUSTON	\$ 61.00	\$	<input type="checkbox"/>	<input checked="" type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
HOUSTON	AUSTIN	\$	\$	<input type="checkbox"/>	<input checked="" type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
AUSTIN	DEL RIO	\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input checked="" type="checkbox"/>		<input type="checkbox"/>	
DEL RIO	AUSTIN	\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
Total		\$87.00	\$122.00	<input type="checkbox"/>	<input type="checkbox"/>	0.00	\$0.00	\$0.00	<input type="checkbox"/>	\$0.00	<input type="checkbox"/>	\$0.00	<input type="checkbox"/>	\$20.00

1 TRAVEL ADVANCE REQUEST, IF NEEDED	
SECTION C	Is travel advance needed? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, complete ATR-403 Travel Advance Request form using Totals from above.
	Total for Meals \$87.00 Total for Lodging \$122.00 Total Parking, Tolls, or Taxi \$20.00 TOTAL EXPENSES: \$ 229.00 80%= Maximum Advance Amount \$ 183.20

*Attach a hard copy of the GSA per Diem rate to this request, found at http://www.gsa.gov/Portal/gsa/ep/contentView.do?contentId=17943&contentType=GSA_BASIC.

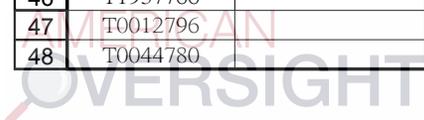
Traveler's Name SID MILLER	Return Date 01/14/2021	Amount \$229.00
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SECTION D	1 APPROVALS		
	Requesting Employee <i>Shelene C. Bustamante for Sid Miller</i>		Date (mm/dd/yy) <i>12/13/2020</i>
	AC/RD	<input type="checkbox"/> Approved <input type="checkbox"/> Not approved <input type="checkbox"/> Revise	
	Travel Accountant	<input type="checkbox"/> Filed	
	1 SIGNATURE OF SUPERVISOR		
Supervisor Signature <i>[Signature]</i>	Supervisor Printed Name <i>VIM LEIDSCHMIDT</i>	Date (mm/dd/yyyy) <i>4-20-21</i>	<input checked="" type="checkbox"/> Approved <input type="checkbox"/> Disapproved <input type="checkbox"/> Revise
Reason(s) for disapproval			
Assistant Commissioner/Regional Director	<input type="checkbox"/> Concur <input type="checkbox"/> Do not concur	Date (mm/dd/yyyy)	

SECTION E	1 CHECKLIST TO BE COMPLETED BY REQUESTING EMPLOYEE
	Please use this checklist to ensure you are sending all of the necessary information and documents. <input type="checkbox"/> ATR-400 Travel Request for In-State form <input type="checkbox"/> ATR-403 Travel Advance Request form (if applicable)

	A	B	C	D	E	F	G
1	TDA						
2	Travel Expenditures for Commissioner Sid Miller						
3							
4	Direct Billed Items						
5					Enterprise		
6	Travel		CitiBank (Airfare)	Hotel Engine	Car Rental		
7	Voucher #	Amount Paid	Amount Paid	Amount Paid	Amount Paid	Description	Travel Dates
8							
9			\$11.79			to McAllen, TX	01/13/19 - 01/14/11
10	19001976	\$538.94				to Houston, TX, meetings at Livestock Show and Rodeo	02/04/19 - 02/05/19
11	19001929	\$542.74	\$659.96			to El Paso, TX for speaking engagement	02/10/19 - 02/12/19
12	19002255	\$112.52				to Abilene, TX for meetings	2/19/2019
13	19001931	\$127.89				to Dallas, Ft Worth, TX for meetings	2/20/2019
14	19001997	\$1,322.87	\$727.77			to Arlington, VA for NASDA Conference	02/24/19 - 02/28/19
15	19002256	\$447.00				to Houston, TX, Go Texan Meeting at Livestock Show	3/13/19 - 3/14/19
16	19002271	\$217.50				to Dallas, TX for meetings	3/19/19 - 3/20/19
17	19002272	\$126.44	\$329.76		\$146.24	to Lubbock, TX for meetings	4/16/2019
18	19002622	\$1,064.40				to Ft Worth, TX for SASDA Meeting	06/08/19 - 06/12/19
19	19002626	\$240.12				to San Antonio, TX	6/15/2019
20	19002623	\$145.58				to New Braunfels, TX	06/17/19 - 6/17/19
21			\$521.39			to Chicago, NASDA	5/19/2019
22			\$476.39			to Houston, meeting for India trade mission	7/22/2019
23				\$183.06		to Sugarland, TX	8/29/2019
24	10011314	\$842.99	\$601.18			to Albuquerque, NM for NASDA Annual Meeting	09/08/19 - 09/12/19
25				\$221.16		Hotel stay in Dallas, TX	9/12/2019
26	10011316	\$526.98				to Miami, FL for NASDA food trade show	09/22/19 - 09/24/19
27	10006956	\$126.13				to San Antonio, TX for speaking engagement	11/05/19 - 11/06/19
28			\$1,290.61	\$119.03		to Winnipeg, Canada	11/11/19 - 11/16/19
29			\$5.00			to San Antonio, TX	12/4/2019
30			\$28.58			to Lubbock, TX, TDA meeting (used Tx DOT) cancellation fees	12/10/2019
31				\$154.22		to Ft Worth, TX for TDA Meeting	12/9/2019
32				\$180.18		Hotel stay in Houston, TX	1/7/20 - 1/8/20
33	10018358	\$1,361.10	\$453.75		\$132.55	to Arlington, VA for NASDA Winter Conference	02/22/20 - 02/26/20
34				\$171.35	\$95.19	to Brownfield for Chamber of Commerce Ag Appreciation Dinner	03/04/20 - 03/05/20
35			\$569.15			to Las Vegas for AQHA	03/13/20 - 03/16/20
36			\$95.98	\$275.48		to Denver, CO for Hemp convention	5/10/20 -5/12/20
37							
38				\$239.20		to Lubbock, TX	10/20/20 - 10/22/20
39	10040054	\$113.16				to Grand Prairie, TX for TDA meeting to present awards	11/28/2020
40	10040065	\$585.40				to Ft Worth, TX for Go Texan Event	12/04/20 - 12/05/20
41				\$186.03		visit Metrology Lab and Export Pen in Houston	01/12/21 - 01/14/21
42			\$24.99			flight to Miami cancellation fees	4/15/2021
43	10054059	\$1,207.51	\$466.59			to Little Rock, AR for SASDA Conference	06/05/21 - 06/09/21
44	10054062	\$401.47				to Ft Worth, TX for filming	06/17/21 - 06/18/21
45							
46	T1937766					\$2,491.28 for 7 individuals, Austin to Del Rio	1/9/2019
47	T0012796					\$2,987.78 for 5 individuals, Austin to Lubbock	12/10/2019
48	T0044780					\$1,755.61 for 3 individuals, Austin to Del Rio	1/14/2021

TX-TDA-21-0913-A-000209



	H	I	J
1			
2			
3			
4	Direct Billed Items		
5			Enterprise
6	CitiBank (Airfare)	Hotel Engine	Car Rental
7	Voucher #	Voucher #	Voucher #
8			
9	19001529		
10			
11	19001951		
12			
13			
14	19001951, 19001529		
15			
16			
17	19002157		19002257
18			
19			
20			
21	19002323		
22	19003163		
23		10002275	
24	10002126, 100005071		
25		10004516	
26			
27			
28	10007537, 10010070	10009755	
29	10010070		
30	10010070		
31		10012905	
32		10015454	
33	10014936, 10020678, 10021053		10017736
34		10021086	10017774
35	10014936, 10021053		
36	10024185	10025050	
37			
38		10037769	
39			
40			
41		10044262	
42	10050241		
43	10052122		
44			
45			
46			
47			
48			

AMERICAN
OVERSIGHT

	A	B	C	D	E	F	G
49						\$1,823.70 for 4 individuals, Austin to Del Rio	7/14/2021
50							
51							
52		\$10,050.74	\$6,251.10	\$1,729.71	\$373.98		
53							
54					\$18,405.53		

TRAVEL VOUCHER / FORM

1. Archive reference number	2. Agency number 551	3. Agency name Texas Department of Agriculture					4. Current document number 19001976
5. Effective date (Agency use)	6. Doc date (First date of travel) 02/04/19	7. Doc agency 551	8. FY 19	9. Document amount \$ 538.94			
10. Pay to: SID MILLER						11. Title COMMISSIONER	
						12. Designated headquarters AUSTIN	
13. Texas Identification number 70000047442PR1		14. AGENCY USE BY: DIRECT DEPOSIT					

15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
		225	10210	29041	19	7106	256.75
INVOICE NUMBER		PMT DUE DATE		AGENCY USE			
AGENCY USE							

15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
		225	10210	29041	19	7105	18.59
INVOICE NUMBER		PMT DUE DATE		AGENCY USE			
AGENCY USE							

15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
		225	10210	29041	19	7102	253.46
INVOICE NUMBER		PMT DUE DATE		AGENCY USE			
AGENCY USE							

16. Service date (Last date of travel) 2/5/19	17. Description (Agency use only) Traveled to Houston for meeting with Houston Livestock Show and Rodeo
--	--

18. DISTRIBUTION	AMOUNT
Expense itemization for in-state travel:	
Fares, Public transportation Taxi	
Air fare	
Rental car	
Personal car mileage - This amount comes from the totals in Y for In-State Mileage Total	437 Miles @ (Rate set by Legislature) .58 \$ 253.46
Meals and / or lodging - This amount comes from the totals in J+K (or L, if applicable) fields	\$ 256.75
Hotel Occupancy Tax	\$ 28.73
Parking Description:	
Incidental expenses (Itemize)	
Expense itemization for out-of-state travel:	
Fares, Public transportation Taxi	
Air fare	
Rental car	
Personal car mileage - This amount comes from the totals in Y for Out-of-State Mileage Total	Miles @ (Rate set by Legislature) .58 \$ 0.00
Meals and / or lodging - This amount comes from the totals in V+W (or X, if applicable) fields	
Parking Description:	
Incidental expenses (Itemize)	
TOTAL	\$ 538.94

19. I certify that the expense account shown above is true, correct, and unpaid.			
sign here Claimant <i>Debra Ramirez</i>	Date 2/25/19	sign here Supervisor <i>[Signature]</i>	Date 3-6-19
20. Contact name <i>Debra Ramirez</i>		Phone (Area code and number)	21. Agency use
22. Agency Approval sign here		Title	Date TX-TDA-21-0913-A-000212

DIRECT DEPOSIT

12345678901234567890	12345678901234567890	12345678901234567890	12345678901234567890	12345678901234567890
12345678901234567890	12345678901234567890	12345678901234567890	12345678901234567890	12345678901234567890
12345678901234567890	12345678901234567890	12345678901234567890	12345678901234567890	12345678901234567890

ACCT/PAY. RCVD

'19MAR8# 10:34

Debra Ramirez
 TX-TDA-21-0913-A-000213

TRAVEL VOUCHER / FORM CONTINUATION

1. Doc agency 551	2. Current document number 19001976
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15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
		225	18998	29041	19	7135	10.14
	INVOICE NUMBER		PMT DUE DATE	AGENCY USE			
	AGENCY USE						
15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
	INVOICE NUMBER		PMT DUE DATE	AGENCY USE			
	AGENCY USE						
15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
	INVOICE NUMBER		PMT DUE DATE	AGENCY USE			
	AGENCY USE						
15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
	INVOICE NUMBER		PMT DUE DATE	AGENCY USE			
	AGENCY USE						
15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
	INVOICE NUMBER		PMT DUE DATE	AGENCY USE			
	AGENCY USE						
15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
	INVOICE NUMBER		PMT DUE DATE	AGENCY USE			
	AGENCY USE						
15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
	INVOICE NUMBER		PMT DUE DATE	AGENCY USE			
	AGENCY USE						

IN-STATE MEALS AND LODGING										ACTUAL EXPENSE				
A. Leave Headquarters				B. Arrive Headquarters				C. Meals non-overnight not to exceed \$36	D. Meals not to exceed Maximum Rate	E. Lodging not to exceed Maximum Rate	F. TOTAL	G. Meals	H. Lodging	I. TOTAL
Date	Hour	Min.	m.	Date	Hour	Min.	m.							
02/04/19	12	00	p						\$ 42.00	\$ 169.00	\$ 211.00			
				02/05/19	6	00	P		\$ 45.75		\$ 45.75			
TOTAL MEALS NON OVERNIGHT								J.	TOTAL MEALS & LODGING		K. \$ 256.75	TOTAL ACTUAL EXPENSE		L.

OUT-OF-STATE MEALS AND LODGING										ACTUAL EXPENSE				
M. Leave Headquarters				N. Arrive Headquarters				O. Meals non-overnight not to exceed \$36	P. Meals not to exceed Maximum Rate	Q. Lodging not to exceed Maximum Rate	R. TOTAL	S. Meals	T. Lodging	U. TOTAL
Date	Hour	Min.	m.	Date	Hour	Min.	m.							
TOTAL MEALS NON OVERNIGHT								V.	TOTAL MEALS & LODGING		W.	TOTAL ACTUAL EXPENSE		X.

DATE	Y. INFORMATION REQUIRED BY TEXTRAVEL AND OTHER PERTINENT INFORMATION	TYPE (I or O)	MILEAGE POINT TO POINT*
02/04/19	Traveled via personally owned vehicle from Stephenville, Tx to Houston, Tx to attend a meeting the next day with Houston Livestock Show and Rodeo staff. Secured lodging and remained overnight.	I	272.00
02/05/19	Attended meeting at the Houston Livestock Show and Rodeo headquarters. Checked out of hotel and returned to Austin Headquarters office. END OF TRIP.	I	165.00

* Show point-to-point breakdown, including intra-city mileage claims	IN-STATE MILEAGE TOTAL	I	437	OUT-OF-STATE MILEAGE TOTAL	O	
--	------------------------	---	-----	----------------------------	---	--

SPRINGHILL SUITES®
BY MARRIOTT

SPRINGHILL SUITES BY MARRIOTT® / HOUSTON MEDICAL CENTER / NRG PARK
1400 Old Spanish Trail, Houston Tx 77054 P 713.796.1000
springhillsuites.com

Sid Miller
[REDACTED]
[REDACTED]
[REDACTED]

Room: 318

Room Type: KSTE

Number of Guests: 2

Rate: \$169.00

Clerk: COR

Arrive: 04Feb19

Time: 09:35PM

Depart: 05Feb19

Time: 08:43AM

Folio Number: 64993

DATE	DESCRIPTION	CHARGES	CREDITS
04Feb19	Room Charge	169.00	
04Feb19	Room Tax	10.14	
04Feb19	City Tax	11.83	
04Feb19	County Tax	6.76	
05Feb19	Discover	[REDACTED]	197.73

18.57 < } 28.73

Amount: 197.73 Auth: 00440K Signature on File
This card was electronically swiped on 04Feb19

BALANCE: 0.00

Marriott Bonvoy Account # [REDACTED]. Your Marriott Bonvoy points/miles earned on your eligible earnings will be credited to your account. Check your Marriott Bonvoy account statement or your online statement for updated activity.

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FY 2019 Per Diem Rates for Texas

Primary Destination	County	2018 Oct	Nov	Dec	2019 Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	M&IE
Standard Rate	Applies for all locations without specified rates	\$94	\$94	\$94	\$94	\$94	\$94	\$94	\$94	\$94	\$94	\$94	\$94	\$ 55
Arlington / Fort Worth / Grapevine	Tarrant County / City of Grapevine	\$164	\$164	\$164	\$164	\$164	\$164	\$164	\$164	\$164	\$164	\$164	\$164	\$ 61
Austin	Travis	\$145	\$145	\$145	\$160	\$160	\$160	\$145	\$145	\$145	\$145	\$145	\$145	\$ 61
Big Spring	Howard	\$101	\$101	\$101	\$101	\$101	\$101	\$101	\$101	\$101	\$101	\$101	\$101	\$ 61
College Station	Brazos	\$101	\$101	\$101	\$101	\$101	\$101	\$101	\$101	\$101	\$101	\$101	\$101	\$ 56
Corpus Christi	Nueces	\$110	\$110	\$110	\$110	\$110	\$110	\$110	\$110	\$110	\$110	\$110	\$110	\$ 56
Dallas	Dallas	\$157	\$157	\$149	\$149	\$149	\$149	\$149	\$149	\$149	\$149	\$149	\$157	\$ 66
El Paso	El Paso	\$96	\$96	\$96	\$96	\$96	\$96	\$96	\$96	\$96	\$96	\$96	\$96	\$ 61
Galveston	Galveston	\$105	\$105	\$105	\$105	\$105	\$105	\$105	\$105	\$131	\$131	\$105	\$105	\$ 61
Houston (L.B. Johnson Space Center)	Montgomery / Fort Bend / Harris	\$131	\$131	\$131	\$131	\$131	\$131	\$131	\$131	\$120	\$120	\$120	\$120	\$ 61
Midland / Odessa	Midland / Andrews / Ector / Martin	\$142	\$142	\$142	\$142	\$142	\$142	\$142	\$142	\$142	\$142	\$142	\$142	\$ 61
Pecos	Reeves	\$154	\$154	\$154	\$216	\$216	\$216	\$154	\$154	\$154	\$154	\$154	\$154	\$ 66
Plano	Collin	\$121	\$121	\$121	\$121	\$121	\$121	\$121	\$121	\$121	\$121	\$121	\$121	\$ 6
Round Rock	Williamson	\$103	\$103	\$103	\$103	\$103	\$103	\$103	\$103	\$103	\$103	\$103	\$103	\$ 56
San Antonio	Bexar	\$126	\$126	\$126	\$126	\$126	\$126	\$126	\$126	\$126	\$126	\$126	\$126	\$ 61
South Padre Island	Cameron	\$94	\$94	\$94	\$94	\$94	\$96	\$96	\$96	\$117	\$117	\$94	\$94	\$ 56
Waco	McLennan	\$105	\$105	\$105	\$105	\$105	\$105	\$105	\$105	\$105	\$105	\$105	\$105	\$ 56

1. Traveler reimbursement is based on the location of the work activities and not the accommodations, unless lodging is not available at the work activity, then the agency may authorize the rate where lodging is obtained.
2. Unless otherwise specified, the per diem locality is defined as "all locations within, or entirely surrounded by, the corporate limits of the key city, including independent entities located within those boundaries."
3. Per diem localities with county definitions shall include "all locations within, or entirely surrounded by, the corporate limits of the key city as well as the boundaries of the listed counties, including independent entities located within the boundaries of the key city and the listed counties (unless otherwise listed separately)."
4. When a military installation or Government-related facility (whether or not specifically named) is located partially within more than one city or county boundary, the applicable per diem rate for the entire installation or facility is the higher of the rates which apply to the cities and/or counties, even though part(s) of such activities may be located outside the defined per diem locality.
5. Meals and Incidental Expenses, see Breakdown of M&IE Expenses for important information on first and last days of travel.



COMMISSIONER SID MILLER

Texas Department of Agriculture
Travel Request for In-State

ATR-400

SECTION A	¹ EMPLOYEE INFORMATION				
	First Name SID	M. I.	Last Name MILLER	Title COMMISSIONER	Texas identification number 70000047442
	² PURPOSE OF TRAVEL				
	<input type="checkbox"/> Conference <input type="checkbox"/> Training <input checked="" type="checkbox"/> Agency Outreach <input type="checkbox"/> Other (please list)				
	³ TRAVEL DATES AND TIME				
	Departure Date (mm/dd/yy) 02/04/2019	Departure Time 12:00 <input type="checkbox"/> a.m. <input checked="" type="checkbox"/> p.m.	Return Date (mm/dd/yy) 02/05/2019	Return Time 06:00 <input type="checkbox"/> a.m. <input checked="" type="checkbox"/> p.m.	AY of travel dates 19
⁴ TRAVEL LOCALE					
<input type="checkbox"/> In-State (not to exceed GSA per diem rate) <input type="checkbox"/> In-State (actual expenses not to exceed GSA per diem rate)					
⁵ DESCRIBE SPECIFIC PURPOSE OF TRAVEL					
<u>Traveling via personally owned vehicle to Houston, Tx to attend meeting at Houston Livestock Show and Rodeo Show headquarters.</u>			Meals & Lodging \$222.50 Transportation \$0.00 Mileage \$238.17 Total Request \$460.67	Index 10210 PCA 29041	

Traveler's Name SID MILLER Return Date 02/05/2019 Amount \$460.67

1 TRAVEL EXPENSE ITEMIZATIONS														
LOCATIONS IN-STATE		PER DIEM (7106)			TRANSPORTATION									
Departure City	Destination City	Estimated Meal Expense Days X GSA Rate* or Actual	Estimated Lodging Expense Days X GSA Rate* or Actual	Direct Billed Hotel	State Vehicle	Estimated Mileage Expense (7102) (Miles X 0.545=Cost)		Commercial Airline (7101)		Aircraft Pooling Board (7445)		Rental Vehicle (7101)		Parking, Tolls, (7105) or Taxi (7101)
						Miles	Cost		BTA		BTA		BTA	
STEPHENVILLE	HOUSTON	\$ 45.75	\$ 131.00	<input type="checkbox"/>	<input type="checkbox"/>	272.00	\$148.24		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
HOUSTON	AUSTIN	\$ 45.75	\$	<input type="checkbox"/>	<input type="checkbox"/>	165.00	\$89.93		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
Total		\$91.50	\$131.00	<input type="checkbox"/>	<input type="checkbox"/>	437.00	\$238.17	\$0.00	<input type="checkbox"/>	\$0.00	<input type="checkbox"/>	\$0.00	<input type="checkbox"/>	\$0.00

1 TRAVEL ADVANCE REQUEST, IF NEEDED	
SECTION C	Is travel advance needed? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, complete ATR-403 Travel Advance Request form using Totals from above.
	Total for Meals \$91.50 Total for Lodging \$131.00 Total Parking, Tolls, or Taxi \$0.00
	TOTAL EXPENSES: \$ 222.50 80%= Maximum Advance Amount \$ 178.00

*Attach a hard copy of the GSA per Diem rate to this request, found at http://www.gsa.gov/Portal/gsa/ep/contentView.do?contentId=17943&contentType=GSA_BASIC.

Traveler's Name SID MILLER	Return Date 02/05/2019	Amount \$460.67
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SECTION D	¹ APPROVALS		
	Requesting Employee	Date (mm/dd/yy)	
		02/08/2019	
	AC/RD	<input type="checkbox"/> Approved <input type="checkbox"/> Not approved <input type="checkbox"/> Revise	
	Travel Accountant	<input type="checkbox"/> Filed	
	¹ SIGNATURE OF SUPERVISOR		
Supervisor Signature	Supervisor Printed Name	Date (mm/dd/yyyy)	
	TIM KLEINSCHMIDT	3-6-19	
Reason(s) for disapproval			
Assistant Commissioner/Regional Director		Date (mm/dd/yyyy)	
		<input type="checkbox"/> Concur <input type="checkbox"/> Do not concur	

¹ CHECKLIST TO BE COMPLETED BY REQUESTING EMPLOYEE	
Please use this checklist to ensure you are sending all of the necessary information and documents.	
<input type="checkbox"/> ATR-400 Travel Request for In-State form <input type="checkbox"/> ATR-403 Travel Advance Request form (if applicable)	

[Handwritten signature in blue ink]

Itinerary Details

Confirmation #: 1189875508

Thanks for choosing Hotel Engine



SpringHill Suites Houston Medical Center/NRG Park

1400 Old Spanish Trl, Houston, TX, 77054
713-796-1000

[View Itinerary](#)

Trip Details

Confirmation #: 1189875508
Check-In: Monday, February 4, 2019
Check-Out: Tuesday, February 5, 2019
Nights: 1
Guests: 2
Guest Names: SID MILLER
Rooms: 1
Room Type: Standard Suite, 1 King Bed

Included Amenities

✓ Free Breakfast ✓ Free Wifi
✓ Free Newspaper
✓ Free Parking

Traveler Details

Account: Department of Agriculture
Traveler: SID MILLER
Department: Default

Summary of Charges

Payment: Direct Bill
Room Subtotal: \$169.00
Taxes: \$28.73
Total Charges: \$197.73
Fees due at check in: \$15.00

Know Before You Go

- The property has connecting/adjoining rooms, which are subject to availability and can be requested by contacting the property using the number on the booking confirmation.

Mandatory Fees and Taxes

You'll be asked to pay the following charges at the property:

- Tourism fee: USD 15 per accommodation, per night

These fees and taxes have not been included in the total price of your reservation as they are assessed by the property at the time of check-in. Charges can vary, for example,

Renovations and Closures

This property is undergoing renovations from 12 December 2018 to 16 March 2019 (completion date subject to change). The following facilities will be closed until 28 February 2019 (date subject to change):

- Fitness facilities

Renovation work will only be conducted during business hours. Every effort will be made to minimize noise and disturbance.

Cancellation Policy

We understand that sometimes your travel plans change. We do not charge a change or cancel fee. However, this property (SpringHill Suites Houston Medical Center/NRG Park) imposes the following penalty to its customers that we are required to pass on: Cancellations or changes made after 11:59 PM ((GMT-06:00)) on Feb 2, 2019 are subject to a 1 Night Room & Tax penalty. If you fail to check-in for this reservation, or if you cancel or change this reservation after check-in, you may incur penalty charges at the discretion of the property of up to 100% of the booking value.

Need Assistance?

Contact a concierge: 855-567-4683

For faster service, mention itinerary #1189875508

TRAVEL VOUCHER / FORM

1. Archive reference number	2. Agency number 551	3. Agency name Texas Department of Agriculture					4. Current document number 19001929
	5. Effective date (Agency use)	6. Doc date (First date of travel) 02/10/19	7. Doc agency 551	8. FY 19	9. Document amount \$ 547.74		
10. Pay to: SID MILLER				11. Title COMMISSIONER			
				12 Designated headquarters AUSTIN			
13. Texas Identification number 70000047442PR1		14. AGENCY USE PAID MAR 21 2019 BY: <i>JA</i>					

15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
		285	10210	29041	19	7106	293.00
INVOICE NUMBER		PMT DUE DATE		AGENCY USE			
AGENCY USE							

15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
		285	10210	29041	19	7105	22.08
INVOICE NUMBER		PMT DUE DATE		AGENCY USE			
AGENCY USE							

15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
		285	10210	29041	19	7102	11.60
INVOICE NUMBER		PMT DUE DATE		AGENCY USE			
AGENCY USE							

DIRECT DEPOSIT

16. Service date (Last date of travel) 2/12/19	17. Description (Agency use only) Traveled to El Paso for speaking on USMCA agreement.
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18. DISTRIBUTION	AMOUNT
Expense itemization for in-state travel:	
Fares, Public transportation Taxi	
Air fare	
Rental car	209.54
Personal car mileage-This amount comes from the totals in Y for In-State Mileage Total	20 Miles @ (Rate set by Legislature) .58
Meals and / or lodging-This amount comes from the totals in J+K (or L, if applicable) fields	\$ 293.00
Hotel Occupancy Tax	\$ 33.60
Parking Description:	
Incidental expenses (Itemize)	
Expense itemization for out-of-state travel:	
Fares, Public transportation Taxi	
Air fare	
Rental car	
Personal car mileage-This amount comes from the totals in Y for Out-of-State Mileage Total	Miles @ (Rate set by Legislature) .58
Meals and / or lodging-This amount comes from the totals in V+W (or X, if applicable) fields	
Parking Description:	
Incidental expenses (Itemize)	
TOTAL	542.74 \$ 547.74

19. I certify that the expense account shown above is true, correct, and unpaid.			
sign here <i>Sid Miller</i>	Claimant Date 3/11/19	sign here <i>Debra Ramirez</i>	Supervisor Date 3-6-19
20. Contact name <i>Debra Ramirez</i>		Phone (Area code and number)	21. Agency use
22. Agency Approval sign here <i>Am</i>	Title	Date TX-TDA-21-0913-A-000226	

IN-STATE MEALS AND LODGING											ACTUAL EXPENSE			
A. Leave Headquarters				B. Arrive Headquarters				C. Meals non-overnight not to exceed \$36	D. Meals not to exceed Maximum Rate	E. Lodging not to exceed Maximum Rate	F. TOTAL	G. Meals	H. Lodging	I. TOTAL
Date	Hour	Min.	m.	Date	Hour	Min.	m.							
02/10/19	7	00	P					\$ 26.00	\$ 96.00	\$ 122.00				
02/11/19								\$ 61.00	\$ 96.00	\$ 157.00				
				02/12/19	10	30	A	\$ 14.00		\$ 14.00				
TOTAL MEALS NON OVERNIGHT								J.	TOTAL MEALS & LODGING		K. \$ 293.00	TOTAL ACTUAL EXPENSE		L.

OUT-OF-STATE MEALS AND LODGING											ACTUAL EXPENSE			
M. Leave Headquarters				N. Arrive Headquarters				O. Meals non-overnight not to exceed \$36	P. Meals not to exceed Maximum Rate	Q. Lodging not to exceed Maximum Rate	R. TOTAL	S. Meals	T. Lodging	U. TOTAL
Date	Hour	Min.	m.	Date	Hour	Min.	m.							
TOTAL MEALS NON OVERNIGHT								V.	TOTAL MEALS & LODGING		W.	TOTAL ACTUAL EXPENSE		X.

DATE	Y. INFORMATION REQUIRED BY TEXTRAVEL AND OTHER PERTINENT INFORMATION	TYPE (I or O)	MILEAGE POINT TO POINT*
02/10/19	Traveled via commercial airline from Austin Bergstrom International Airport to El Paso, Texas for speaking engagement at the El Paso Border visit with President Trump regarding trade and border security. Secured Lodging and remained overnight.	I	10.00
02/11/19	Interviewed with Channel 9, NBC affiliates in El Paso. Visited the El Paso TDA Food and Nutrition office and staff. Visited the the El Paso TDA Export pens. Greeted Air Force One and welcomed President Trump at the El Paso International Airport. Attended the President's Rally at the El Paso County Coliseum. Remained overnight.		\$11.60
02/12/19	Checked out of hotel and proceeded to the El Paso International Airport for early morning flight back to Austin Bergstrom International Airport. END OF TRIP.	I	10.00

* Show point-to-point breakdown, including intra-city mileage claims	IN-STATE MILEAGE TOTAL I 20	OUT-OF-STATE MILEAGE TOTAL O 11.60	TX-TDA-21-0913-A-000228
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Fairfield by Marriott®
 6611 Edgemere Blvd, El Paso, Tx 79925 P 915.772.2202
 Fairfield.Marriott.com

96-61

S. Miller Room: 107
 Room Type: QNQN
 Number of Guests: 1
 Rate: \$96.00 Clerk:
 Arrive: 10Feb19 Time: 10:40PM Depart: 12Feb19 Time: Folio Number: 71775

DATE	DESCRIPTION	CHARGES	CREDITS
10Feb19	Room Charge	96.00	
10Feb19	State Occupancy Tax	5.76	
10Feb19	City Tax	8.64	
10Feb19	County Tax	2.40	
11Feb19	Room Charge	96.00	
11Feb19	State Occupancy Tax	5.76	
11Feb19	City Tax	8.64	
11Feb19	County Tax	2.40	
12Feb19	Discover		225.60

1104 { 16.80
 { 16.80

Amount: 225.60 Auth: 01142R Signature on File
 This card was electronically swiped on 10Feb19

BALANCE: 0.00

Rewards Account # [REDACTED]. Your Rewards points/miles earned on your eligible earnings will be credited to your account. Check your Rewards Account Statement or your online Statement for updated activity.

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FY 2019 Per Diem Rates for Texas

Primary Destination	County	2018 Oct	Nov	Dec	2019 Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	M&IE
Standard Rate	Applies for all locations without specified rates	\$94	\$94	\$94	\$94	\$94	\$94	\$94	\$94	\$94	\$94	\$94	\$94	\$ 55
Arlington / Fort Worth / Grapevine	Tarrant County / City of Grapevine	\$164	\$164	\$164	\$164	\$164	\$164	\$164	\$164	\$164	\$164	\$164	\$164	\$ 61
Austin	Travis	\$145	\$145	\$145	\$160	\$160	\$160	\$145	\$145	\$145	\$145	\$145	\$145	\$ 61
Big Spring	Howard	\$101	\$101	\$101	\$101	\$101	\$101	\$101	\$101	\$101	\$101	\$101	\$101	\$ 61
College Station	Brazos	\$101	\$101	\$101	\$101	\$101	\$101	\$101	\$101	\$101	\$101	\$101	\$101	\$ 56
Corpus Christi	Nueces	\$110	\$110	\$110	\$110	\$110	\$110	\$110	\$110	\$110	\$110	\$110	\$110	\$ 56
Dallas	Dallas	\$157	\$157	\$149	\$149	\$149	\$149	\$149	\$149	\$149	\$149	\$149	\$157	\$ 66
El Paso	El Paso	\$96	\$96	\$96	\$96	\$96	\$96	\$96	\$96	\$96	\$96	\$96	\$96	\$ 61
Galveston	Galveston	\$105	\$105	\$105	\$105	\$105	\$105	\$105	\$105	\$131	\$131	\$105	\$105	\$ 61
Houston (L.B. Johnson Space Center)	Montgomery / Fort Bend / Harris	\$131	\$131	\$131	\$131	\$131	\$131	\$131	\$131	\$120	\$120	\$120	\$120	\$ 61
Midland / Odessa	Midland / Andrews / Ector / Martin	\$142	\$142	\$142	\$142	\$142	\$142	\$142	\$142	\$142	\$142	\$142	\$142	\$ 61
Pecos	Reeves	\$154	\$154	\$154	\$216	\$216	\$216	\$154	\$154	\$154	\$154	\$154	\$154	\$ 66
Plano	Collin	\$121	\$121	\$121	\$121	\$121	\$121	\$121	\$121	\$121	\$121	\$121	\$121	\$ 6
Round Rock	Williamson	\$103	\$103	\$103	\$103	\$103	\$103	\$103	\$103	\$103	\$103	\$103	\$103	\$ 56
San Antonio	Bexar	\$126	\$126	\$126	\$126	\$126	\$126	\$126	\$126	\$126	\$126	\$126	\$126	\$ 61
South Padre Island	Cameron	\$94	\$94	\$94	\$94	\$94	\$96	\$96	\$96	\$117	\$117	\$94	\$94	\$ 56
Waco	McLennan	\$105	\$105	\$105	\$105	\$105	\$105	\$105	\$105	\$105	\$105	\$105	\$105	\$ 56

1. Traveler reimbursement is based on the location of the work activities and not the accommodations, unless lodging is not available at the work activity, then the agency may authorize the rate where lodging is obtained.
2. Unless otherwise specified, the per diem locality is defined as "all locations within, or entirely surrounded by, the corporate limits of the key city, including independent entities located within those boundaries."
3. Per diem localities with county definitions shall include "all locations within, or entirely surrounded by, the corporate limits of the key city as well as the boundaries of the listed counties, including independent entities located within the boundaries of the key city and the listed counties (unless otherwise listed separately)."
4. When a military installation or Government-related facility (whether or not specifically named) is located partially within more than one city or county boundary, the applicable per diem rate for the entire installation or facility is the higher of the rates which apply to the cities and/or counties, even though part(s) of such activities may be located outside the defined per diem locality.
5. Meals and Incidental Expenses, see Breakdown of M&IE Expenses for important information on first and last days of travel.



Rental Agreement # 643050716

Invoice # 90111856510

Renter Information

Renter Name

SIDNEY MILLER

Renter Address

STEPHENVILLE, TX 76401
USA

Contract

TX DEPARTMENT OF AGRICULTURE

Vehicle Information

4DR FRONT-WHEEL DRIVE

License #: [REDACTED]

State/Province: CA

Vehicle Class Driven

Premium Crossover 5-Door/Automatic/Air

Vehicle Class Charged

Standard SUV 5-Door/Automatic/Air

Odometer Mileage/Kilometers

Starting: 21,494 Ending: 21,618

Total: 124

Thank you for renting with Enterprise Rent-A-Car

We appreciate your business!

This email was automatically generated from an unattended mailbox, so please do not reply to this e-mail.

If you have any questions about your rental, please view our Frequently Asked Questions or send us a secured message by visiting our [Support Center](#)

Trip Information

Pickup

Sun, Feb 10 2019 10:13 P.M.

Start Charges

Sun, Feb 10 2019 10:24 P.M.

EL PASO INTL ARPT (ELP)

6505 CONVAIR RD
SUITE 430
EL PASO, TX 79925-1022
USA

Return

Tue, Feb 12 2019 5:21 A.M.

EL PASO INTL ARPT (ELP)

6505 CONVAIR RD
SUITE 430
EL PASO, TX 79925-1022
USA

Rental Charges

Rental Rate	Time & Distance 2 Day at \$56.00 / Day	\$112.00
Coverages	Cdw-allocated Inclusive	Included
Add-Ons	Fuel Service Option (\$35.53 / Rental)	\$35.53
	Satellite Radio-special Eq (\$5.99 / Day)	\$11.98
Mileage	Unlimited Mileage	Included
Taxes and Fees	El Paso Mtr Vehicle Rent Tax 5pct (5.00%)	\$7.57
	Customer Facility Charge 3.50/day (\$3.50 / Day)	\$7.00
	Vlf Rec 1.99/day (\$1.99 / Day)	\$3.98
	Concession Recovery Fee 10 Pct (10.00%)	\$16.35
	Tx Motor Veh Rental Tax (10.00%)	\$15.13

Total **\$209.54**

(Subject to audit)

Amount charged on Feb 12 2019 to DISCOVER [REDACTED] (\$209.54)

Amount Due **\$0.00**



COMMISSIONER SID MILLER

Texas Department of Agriculture
Travel Request for In-State

ATR-400

SECTION A	1 EMPLOYEE INFORMATION				
	First Name SID	M. I.	Last Name MILLER	Title COMMISSIONER	Texas identification number 70000047442
	2 PURPOSE OF TRAVEL				
	<input type="checkbox"/> Conference <input type="checkbox"/> Training <input checked="" type="checkbox"/> Agency Outreach <input type="checkbox"/> Other (please list)				
	3 TRAVEL DATES AND TIME				
Departure Date (mm/dd/yy) 02/10/2019	Departure Time 08:00 <input checked="" type="checkbox"/> a.m. <input type="checkbox"/> p.m.	Return Date (mm/dd/yy) 02/12/2019	Return Time 11:00 <input checked="" type="checkbox"/> a.m. <input type="checkbox"/> p.m.	AY of travel dates 19	
4 TRAVEL LOCALE					
<input type="checkbox"/> In-State (not to exceed GSA per diem rate) <input type="checkbox"/> In-State (actual expenses not to exceed GSA per diem rate)					
5 DESCRIBE SPECIFIC PURPOSE OF TRAVEL					
<u>Traveling via Southwest Airlines from Austin to El Paso to speak at the President Trump rally on USMCA - United States - Mexico - Canada Agreement.</u>			Meals & Lodging \$336.00 Transportation \$40.00 Mileage \$0.00 Total Request \$376.00	Index 10210 PCA 29041	

• 12pm visited the El Paso Export Pens. with Jesus De la Garza - organization for 150 horses coming through the pens on 2/12/19. -

9 AM Fox News interview on his visit to EL PASO -

• 11 AM visited the El Paso Food + Nutrition Office -

10 AM interviewed with Channel 9, NBC affiliates in EL PASO. -

AMERICAN OVERSIGHT
 Financial Services

Traveler's Name SID MILLER	Return Date 02/12/2019	Amount \$376.00
-----------------------------------	------------------------	-----------------

1 TRAVEL EXPENSE ITEMIZATIONS														
LOCATIONS IN-STATE		PER DIEM (7106)			TRANSPORTATION									
Departure City	Destination City	Estimated Meal Expense Days X GSA Rate* or Actual	Estimated Lodging Expense Days X GSA Rate* or Actual	Direct Billed Hotel	State Vehicle	Estimated Mileage Expense (7102) (Miles X 0.545=Cost)		Commercial Airline (7101)		Aircraft Pooling Board (7445)		Rental Vehicle (7101)		Parking, Tolls, (7105) or Taxi (7101)
						Miles	Cost		BTA		BTA		BTA	
AUSTIN	EL PASO	\$ 55.00	\$ 100.00	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input checked="" type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	20.00
EL PASO	EL PASO	\$ 55.00	\$ 100.00	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input checked="" type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	20.00
EL PASO	AUSTIN	\$ 26.00	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
Total		\$136.00	\$200.00	<input type="checkbox"/>	<input type="checkbox"/>	0.00	\$0.00	\$0.00	<input type="checkbox"/>	\$0.00	<input type="checkbox"/>	\$0.00	<input type="checkbox"/>	\$40.00

1 TRAVEL ADVANCE REQUEST, IF NEEDED	
SECTION C	Is travel advance needed? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, complete ATR-403 Travel Advance Request form using Totals from above.
	Total for Meals \$136.00 Total for Lodging \$200.00 Total Parking, Tolls, or Taxi \$40.00 TOTAL EXPENSES: \$ 376.00 80%= Maximum Advance Amount \$ 300.80

*Attach a hard copy of the GSA per Diem rate to this request, found at http://www.gsa.gov/Portal/gsa/ep/contentView.do?contentId=17943&contentType=GSA_BASIC.

Traveler's Name SID	MILLER	Return Date 02/12/2019	Amount \$376.00
---------------------	--------	------------------------	-----------------

SECTION D	1 APPROVALS			
	Requesting Employee <i>[Signature]</i>			Date (mm/dd/yy) 02/08/2019
	AC/RD	<input type="checkbox"/> Approved <input type="checkbox"/> Not approved <input type="checkbox"/> Revise		
	Travel Accountant	<input type="checkbox"/> Filed		
	1 SIGNATURE OF SUPERVISOR			
	Supervisor Signature <i>[Signature]</i>	Supervisor Printed Name <i>Jim Kleinschmidt</i>	<input checked="" type="checkbox"/> Approved <input type="checkbox"/> Disapproved <input type="checkbox"/> Revise	Date (mm/dd/yyyy) 2-8-19
	Reason(s) for disapproval			
	Assistant Commissioner/Regional Director <i>[Signature]</i>	<input checked="" type="checkbox"/> Concur <input type="checkbox"/> Do not concur		Date (mm/dd/yyyy) 2-8-19
	1 CHECKLIST TO BE COMPLETED BY REQUESTING EMPLOYEE			
	Please use this checklist to ensure you are sending all of the necessary information and documents.			
<input type="checkbox"/> ATR-400 Travel Request for In-State form <input type="checkbox"/> ATR-403 Travel Advance Request form (if applicable)				

Rebecca Bustamante

From: Southwest Airlines <southwestairlines@ifly.southwest.com>
Sent: Friday, February 8, 2019 1:59 PM
To: Rebecca Bustamante
Subject: Sid's 02/10 El Paso trip (RFHUKF): itinerary.

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[Manage Flight](#) | [Flight Status](#) | [My Account](#)

 **Hi Sid,**
Below you'll find this trip's itinerary. Please note, you received this email at the request of the individual who booked this reservation.

FEBRUARY 10 - FEBRUARY 12

AUS ✈ **ELP**

Austin to El Paso

Confirmation # **RFHUKF**

Confirmation date: 02/08/2019

PASSENGER Sid Miller

Your itinerary

Flight 1: Sunday, 02/10/2019 Est. Travel Time: 1h 35m

FLIGHT # 3721	DEPARTS AUS 09:20PM Austin		ARRIVES ELP 09:55PM El Paso
----------------------	--	---	---

Flight 2: Tuesday, 02/12/2019 Est. Travel Time: 1h 30m

FLIGHT	DEPARTS		ARRIVES
---------------	----------------	---	----------------

2062

ELP 06:40AM

El Paso

AUS 09:10AM

Austin

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Southwest Airlines
2702 Love Field Drive
Dallas, TX 75235
1-800-I-FLY-SWA (1-800-435-9792)

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Rental Agreement Summary
 RA#: 643050716
 Renter: SIDNEY MILLER
 Emerald Club

TX DEPARTMENT OF AGRICULTURE

Dates & Times	Location
Sunday, February 10, 2019 10:24 PM	EL PASO INTL ARPT 6505 CONVAIR RD SUITE 430 EL PASO, TX 79925-1022 (915) 779-2260
Tuesday, February 12, 2019 5:00 AM	EL PASO INTL ARPT 6505 CONVAIR RD SUITE 430 EL PASO, TX 79925-1022 (915) 779-2260

Vehicle
 Make/Model: VOLK / 4DR FRONT-WHEEL DRIVE
 Color: GRAY DK
 Mileage: 21494
 Fuel: Full
 License#: [REDACTED]
 Vehicle#: JCS65591

Vehicle Condition:
 No Damage Documented

Charges	Price/Unit	Renter
TIME & DISTANCE :	\$56.00/D*2	\$112.00
TIME & DISTANCE :	\$18.48/H	\$0.00
TIME & DISTANCE :	\$336.00/W	\$0.00
TIME & DISTANCE :	\$1,232.00/N	\$0.00
NO CHARGE DISTANCE :	\$0.00/M	\$0.00
FUEL SERVICE OPTION :	\$35.53/R*1	\$35.53
SATELLITE RADIO :	\$5.99/D*2	\$11.98
COLLISION DAMAGE WAIVER FULL :		Included
CUSTOMER FACILITY CHARGE 3.50/DAY :	\$3.50/D*2	\$7.00
CONCESSION RECOVERY FEE 10 PCT (10%) :	10%	\$16.35
EL PASO MTR VEHICLE RENT TAX 5PCT (5%) :	5%	\$7.57
VLF REC 1.99/DAY :	\$1.99/D*2	\$3.98
TX MOTOR VEH RENTAL TAX (10%) :	10%	\$15.13

Total Estimated Charge: \$209.54

Deposits: [REDACTED] \$253.74

Acknowledgement of Charges

I acknowledge that I have reviewed and agree to all charges and fees listed on Summary of Charges

Electronically signed

Additional Drivers

No Additional Drivers are authorized to drive the vehicle with the exception of the drivers listed below.
 (Additional driver names listed here if applicable)

Optional Protections

PERSONAL ACCIDENT INS/EFFECTS CVG	declined	Sunday, February 10, 2019
ROADSIDE ASSISTANCE PROTECTION	declined	Sunday, February 10, 2019

Business Travel Insurance Included.

Owner: EAN HOLDINGS, LLC

Please keep this Rental Agreement Summary with you in the vehicle during the rental.

Local Addenda

Notice: YOUR PERSONAL AUTOMOBILE INSURANCE MAY PROVIDE COVERAGE FOR YOUR LIABILITY WHILE OPERATING A RENTAL VEHICLE. THE PURCHASE OF SLP IS NOT REQUIRED AS A CONDITION OF RENTING AN AUTOMOBILE. THIS INSURANCE DOES NOT APPLY TO ANY BODILY INJURY OR PROPERTY DAMAGE ARISING OUT OF THE USE OF A RENTAL VEHICLE BY ANY DRIVER WHILE UNDER THE INFLUENCE OF DRUGS OR ALCOHOL IN VIOLATION OF THE LAW. THE RENTAL CAR COMPANY'S EMPLOYEES, AGENTS OR ENDORSEES ARE NOT QUALIFIED TO EVALUATE THE ADEQUACY OF THE RENTER'S EXISTING COVERAGE.

Notice: Your rental agreement offers, for an additional charge, an optional waiver to cover all or a part of your responsibility for damage to or loss of the vehicle. Before deciding whether to purchase the waiver, you may wish to determine whether your own automobile insurance or credit card agreement provides you coverage for rental vehicle damage or loss and determine the amount of the deductible under your own insurance coverage. The purchase of the waiver is not mandatory. The waiver is not is not insurance.

THE CITY OF EL PASO REQUIRES THAT AN ADDITIONAL TAX OF 5% BE IMPOSED ON EACH MOTOR VEHICLE RENTAL FOR

**THE PURPOSE OF FINANCING THE SUN
BOWL VENUE PROJECT.**

ACKNOWLEDGEMENT OF LOCAL ADDENDUM

Electronically signed



TERMS AND CONDITIONS

[Click to view Terms and Conditions](#)

FORM# 34TX-JK_UC19

ACKNOWLEDGEMENT OF THE ENTIRE AGREEMENT

I, THE "RENTER" SIGNING BELOW, HAVE READ AND AGREE TO THE TERMS AND CONDITIONS IN THE RENTAL AGREEMENT JACKET. BY SIGNING BELOW, I AM AUTHORIZING OWNER TO CHARGE TO THE CREDIT CARD(S) AND/OR DEBIT CARD(S) THAT I HAVE PROVIDED TO OWNER ALL AMOUNTS OWED BY ME UNDER THIS AGREEMENT FOR ADVANCE DEPOSITS, INCREMENTAL AUTHORIZATIONS/DEPOSITS, AND ANY OTHER AMOUNTS OWED BY ME, AS WELL AS PAYMENTS REFUSED BY A THIRD PARTY TO WHOM BILLING WAS DIRECTED. I ALSO AUTHORIZE OWNER TO RE-INITIATE ANY CHARGE TO MY CARD(S) THAT IS DISHONORED FOR ANY REASON. I CERTIFY THAT THE DRIVERS LICENSE(S) PRESENTED IS CURRENTLY VALID AND IS NOT SUSPENDED, EXPIRED, REVOKED, CANCELLED OR SURRENDERED. I FURTHER ACKNOWLEDGE AND CONSENT TO THE DISPUTE RESOLUTION PROVISIONS CONTAINED IN THIS AGREEMENT.

Electronically signed



643050716

Terms and Conditions electronically accepted by the Renter

2/10/19 at 10:25 PM

Rebecca Bustamante

From: Fairfield Inn By Marriott Reservations <reservations@res-marriott.com>
Sent: Friday, February 8, 2019 2:23 PM
To: Rebecca Bustamante
Subject: Reservation Confirmation #94565092 for Fairfield Inn & Suites El Paso Airport

WARNING: This email originated from outside of the Texas Department of Agriculture email system. DO NOT click links or open attachments unless you expect them from the sender and know the content is safe.

[ENHANCE YOUR STAY](#) | [SUMMARY OF CHARGES](#) | [CONTACT US](#)

Fairfield
BY MARRIOTT

Fairfield Inn & Suites El Paso Airport

6611 Edgemere Boulevard El Paso Texas
79925 USA

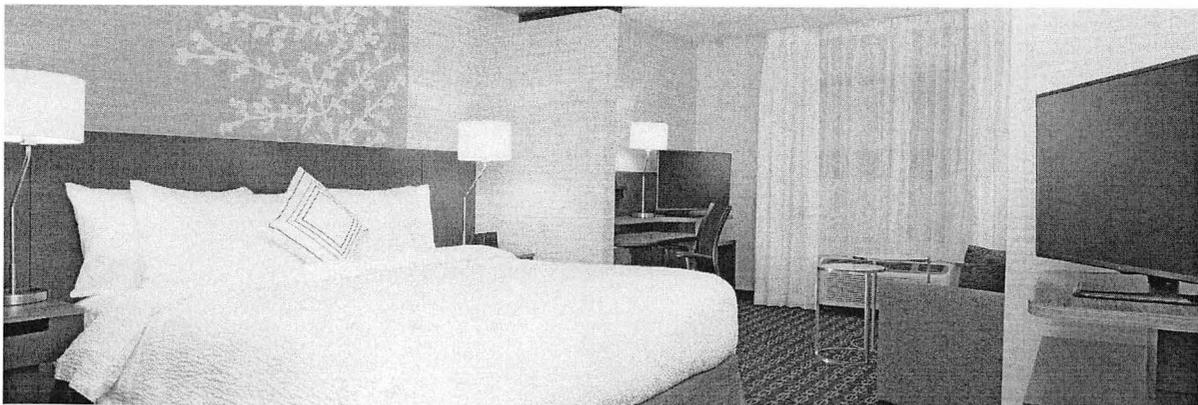
+1-915-772-2202

Thank you for booking directly with us, Sid Miller.

You're ready to go.

Sun, Feb 10, 2019 – Tue, Feb 12, 2019

Confirmation Number: 94565092



Check-In: Sunday, February 10, 2019 03:00 PM

Check-Out: Tuesday, February 12, 2019 12:00 PM

Number of rooms	1 Room
Guests per room	1 Adult
Guarantee Method	Credit Card Guarantee, Discover Card
<hr/>	
Total for Stay (all rooms)	225.60 USD

Room 1

Room Type > Guest room, 2 Queen

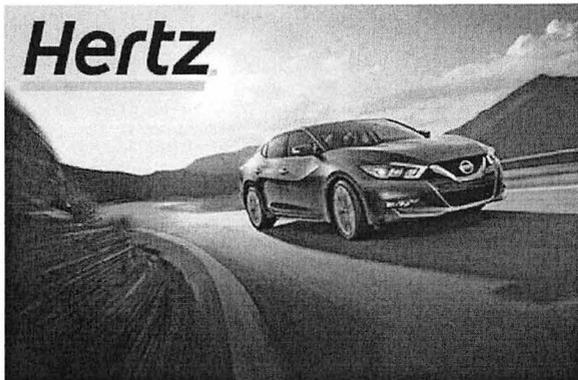
Guaranteed Requests:

None

[ALL REQUESTS >](#)

[Modify or Cancel Reservation](#)

Enhance your stay



Save on base rates

Plus earn up to 2,000 points.

[Learn More](#)

Rebecca Bustamante

From: Latcham, Alexander S. EOP/WHO <Alexander.S.Latcham@who.eop.gov>
Sent: Sunday, February 10, 2019 12:04 PM
To: Latcham, Alexander S. EOP/WHO
Cc: Alexander, Joseph D. EOP/WHO (Associate)
Subject: Air Force One Greeting Instructions

Greetings,

We are delighted that you will be greeting Air Force One on Monday, February 11 to welcome President Trump to El Paso, Texas. Please see all relevant details below:

Date: February 11th, 2019
Time: Please arrive no later than 5:30 pm Mountain Time
Location: El Paso International Airport
US Department of Homeland Security office
501 George Perry Blvd, Suite 1
El Paso, Texas 79925

Airport POC: Joe Alexander, 202-881-9542 (cell)

You will enter through a Secret Service gate entrance. Upon arrival, please park your vehicle and connect with Joe Alexander to wait for Air Force One. You have been manifested in the motorcade, so after greeting President Trump please promptly proceed to the motorcade for departure to the Donald J. Trump for President Rally at the El Paso County Coliseum. If you have any questions, please do not hesitate to contact me directly at 202-881-8593 or 515-418-6157.

Best,

Alex Latcham
Special Assistant to the President
White House Office of Political Affairs

Total of this voucher ==> \$ 542.74

== To refresh total voucher

VOUCHER NO: 19001929
 (Last Name comma space First Name) TRAVELLER'S NAME: Miller, Sid
 TAX ID/MAIL CODE: 70000047442pr1
 DESIGNATED HEADQUARTERS: AUSTIN
 TRAVEL TO: EL PASO
 PURPOSE OF TRAVEL: SPK ENG. STAFF VISIT, EXPORT PENS , RALLY

PUI

OK TO PRINT

			1	<=days out
TRAVEL DATE		Inv. Date	Rqd Pym Dt	
From	021019	031019	032119	
To	021219			
Coding		#2	#3	
Index	10210			
PCA	29041			
Proj No.				
Proj# SrcvDt				
Travel Exp Limits				
Lodging		96.00		
Meals		61.00		
Total		157.00		

27 Screen

STEP 2: ENTER ENTRY CODE

Exp Type (DO NOT ENTER ANYTHING)	CODE	Date	Amount	City for Meals	Enter 2 or 3 If diff coding	COBJ	INDEX	PCA	PROJ NO.	Tcode
MEALS-In-State	19	021019	26.00			7106	10210	29041	-	225
MEALS-In-State	19	021119	61.00			7106	10210	29041	-	225
MEALS-In-State	19	021219	14.00			7106	10210	29041	-	225
LODGING/HOTEL-In-State	17	021019	96.00			7106	10210	29041	-	225
STATE TAX-HOTEL-In-State	29	021019	5.76			7135	18998	29041	-	225
CITY/LOCAL/COUNTY TAX-HOTEL-In-	27	021019	11.04			7105	10210	29041	-	225
LODGING/HOTEL-In-State	17	021119	96.00			7106	10210	29041	-	225
STATE TAX-HOTEL-In-State	29	021119	0.76			7135	18998	29041	-	225
CITY/LOCAL/COUNTY TAX-HOTEL-In-	27	021119	11.04			7105	10210	29041	-	225
PUB TRANS FARES-In-State	25	021219	209.54			7101	10210	29041	-	225
MILEAGE-In-State	21	021219	11.60			7102	10210	29041	-	225

TRAVEL VOUCHER / FORM

1. Archive reference number		2. Agency number 551		3. Agency name Texas Department of Agriculture				4. Current document number 19002255	
5. Effective date (Agency use)		6. Doc date (First date of travel) 02/19/19		7. Doc agency 551		8. FY 19		9. Document amount \$ 112.52	
10. Pay to: SID MILLER						11. Title COMMISSIONER			
						12 Designated headquarters AUSTIN			
13. Texas Identification number 70000047442PR1				14. AGENCY USE PAID MAY 06 2019 BY: [Signature]					

15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
		225	10210	29041	19	7102	112.52
INVOICE NUMBER		PMT DUE DATE		AGENCY USE			
AGENCY USE							

15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
AGENCY USE							

15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
AGENCY USE							

DIRECT DEPOSIT

16. Service date (Last date of travel) 2/19/19	17. Description (Agency use only) Traveled to Abilene for speaking engagement, FFA and GO TEXAN.
---	---

18. DISTRIBUTION	AMOUNT
Expense itemization for in-state travel:	
Fares, Public transportation Taxi	
Air fare	
Rental car	
Personal car mileage-This amount comes from the totals in Y for In-State Mileage Total	194 Miles @ (Rate set by Legislature) .58 \$ 112.52
Meals and / or lodging-This amount comes from the totals in J+K (or L, if applicable) fields	
Hotel Occupancy Tax	
Parking Description:	
Incidental expenses (Itemize)	
Expense itemization for out-of-state travel:	
Fares, Public transportation Taxi	
Air fare	
Rental car	
Personal car mileage-This amount comes from the totals in Y for Out-of-State Mileage Total	Miles @ (Rate set by Legislature) .58 \$ 0.00
Meals and / or lodging-This amount comes from the totals in V+W (or X, if applicable) fields	
Parking Description:	
Incidental expenses (Itemize)	
TOTAL	\$ 112.52

19. I certify that the expense account shown above is true, correct, and unpaid.

sign here Claimant [Signature]	Date 3/1/19	sign here Supervisor [Signature]	Date 3-6-19
20. Contact name Debra Ramirez		21. Agency use moved into finance	
22. Approval here [Signature]		Title RB	Date 4/17/19



COMMISSIONER SID MILLER

Texas Department of Agriculture
Travel Request for In-State

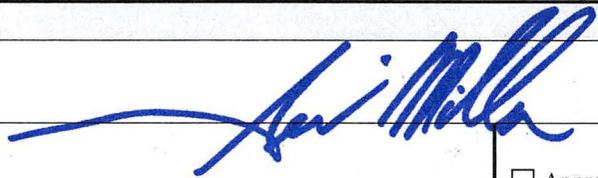
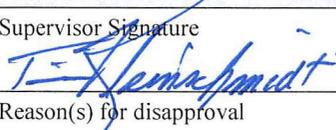
ATR-400

SECTION A	¹ EMPLOYEE INFORMATION				
	First Name SID	M. I.	Last Name MILLER	Title COMMISSIONER	Texas identification number 70000047442
	² PURPOSE OF TRAVEL				
	<input type="checkbox"/> Conference <input type="checkbox"/> Training <input checked="" type="checkbox"/> Agency Outreach <input type="checkbox"/> Other (please list)				
	³ TRAVEL DATES AND TIME				
	Departure Date (mm/dd/yy) 02/19/2019	Departure Time 07:00 <input checked="" type="checkbox"/> a.m <input type="checkbox"/> p.m.	Return Date (mm/dd/yy) 02/19/2019	Return Time 07:00 <input type="checkbox"/> a.m <input checked="" type="checkbox"/> p.m.	AY of travel dates 19
	⁴ TRAVEL LOCALE				
	<input type="checkbox"/> In-State (not to exceed GSA per diem rate) <input type="checkbox"/> In-State (actual expenses not to exceed GSA per diem rate)				
	⁵ DESCRIBE SPECIFIC PURPOSE OF TRAVEL				
	<u>Traveling via personally owned vehicle to Abilene, Texas for speaking engagement at the Rolling Plains Cotton Growers meeting, met with high school FFA group and toured GO TEXAN production facility.</u>			Meals & Lodging \$0.00 Transportation \$0.00 Mileage \$105.73 Total Request \$105.73	Index 10210 PCA 29041

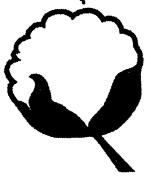
Traveler's Name SID MILLER	Return Date 02/19/2019	Amount \$105.73
-----------------------------------	------------------------	-----------------

1 TRAVEL EXPENSE ITEMIZATIONS															
LOCATIONS IN-STATE		PER DIEM (7106)				TRANSPORTATION									
SECTION B	Departure City	Destination City	Estimated Meal Expense Days X GSA Rate* or Actual	Estimated Lodging Expense Days X GSA Rate* or Actual	Direct Billed Hotel	State Vehicle	Estimated Mileage Expense (7102) (Miles X 0.545=Cost)		Commercial Airline (7101)		Aircraft Pooling Board (7445)		Rental Vehicle (7101)		Parking, Tolls, (7105) or Taxi (7101)
							Miles	Cost		BTA		BTA		BTA	
	STEPHENVILLE	ABILENE	\$	\$	<input type="checkbox"/>	<input type="checkbox"/>	97.00	\$52.87		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
	ABILENE	STEPHENVILLE	\$	\$	<input type="checkbox"/>	<input type="checkbox"/>	97.00	\$52.87		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
			\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
			\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
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Traveler's Name SID	MILLER	Return Date 02/19/2019	Amount \$105.73
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SECTION D	¹ APPROVALS		
	Requesting Employee		Date (mm/dd/yy)
			02/08/2019
	AC/RD	<input type="checkbox"/> Approved <input type="checkbox"/> Not approved <input type="checkbox"/> Revise	
	Travel Accountant	<input type="checkbox"/> Filed	
	¹ SIGNATURE OF SUPERVISOR		
Supervisor Signature	Supervisor Printed Name	Date (mm/dd/yyyy)	
	TIM KLEINSCHMIDT	3-8-19	<input checked="" type="checkbox"/> Approved <input type="checkbox"/> Disapproved <input type="checkbox"/> Revise
Reason(s) for disapproval			
Assistant Commissioner/Regional Director		Date (mm/dd/yyyy)	
		<input type="checkbox"/> Concur <input type="checkbox"/> Do not concur	

¹ CHECKLIST TO BE COMPLETED BY REQUESTING EMPLOYEE
Please use this checklist to ensure you are sending all of the necessary information and documents.
<input type="checkbox"/> ATR-400 Travel Request for In-State form <input type="checkbox"/> ATR-403 Travel Advance Request form (if applicable)



RPCG

ROLLING PLAINS COTTON GROWERS

January 25, 2019

The Honorable Sid Miller
Commissioner
Texas Department of Agriculture
PO Box 12847
Austin, TX 78711

Dear Commissioner Miller:

Our board would like to invite you to attend the annual meeting of Rolling Plains Cotton Growers, Inc. The meeting will be held Tuesday, February 19, 2019 in conjunction with the Texas Farm-Ranch-Wildlife Expo, at the Taylor County Expo Center in Abilene, Texas. Doors to the Big Country Hall will open at 9:00 a.m. for coffee and registration. The meeting will begin at 10:00 a.m.

The meeting agenda will have very timely and important topics. These include:

- Congressman Mike Conaway (TX-11) will share an update from Washington, DC and the priorities of the 116TH Congress
- National Cotton Council Chairman, Mike Tate, of Huntsville, AL will share the latest information on policy issues that impact the cotton industry
- Jeff Posey, Vice Chairman of Cotton Incorporated, will provide an update on Cotton Incorporated activities here and abroad
- RPCG and other industry information will also be presented.

We would be honored to have you or someone from your staff in attendance at our annual meeting. We face many challenges in agriculture and the cotton industry. We realize all you do for Texas Agriculture and appreciate your continued leadership and support.

Sincerely,

Lauren Decker
Executive Vice President

Total of this voucher ==> \$ 112.52



<== To refresh total voucher

VOUCHER NO. 19002255

TRAVELLER'S NAME Miller, Sid

TAX ID/MAIL CODE 70000047442PR1

DESIGNATED HEADQUARTERS: Austin

TRAVEL TO: Abilene

PURPOSE OF TRAVEL: Speaking Engagements at FFA and GO TEXAN

PUI



OK TO PRINT

TRAVEL DATE		Inv. Date	Rqd Pym Dt
From	021919	041819	050219
To	021919		
Coding		#2	#3
Index	10210		
PCA	29041		
Proj No.			
Proj# SrcvDt	021920		
Travel Exp Limits			
Lodging			
Meals			
Total			-

27 Screen

STEP 2: ENTER ENTRY CODE

Exp Type(DO NOT ENTER ANYTHING)	CODE	Date	Amount	City for Meals	Enter 2 or 3 If diff coding	COBJ	INDEX	PCA	PROJ NO.	Tcode
MILEAGE-In-State	21	021919	56.26			7102	10210	29041	-	225
MILEAGE-In-State	21	021919	56.26			7102	10210	29041	-	225

TRAVEL VOUCHER / FORM

1. Archive reference number	2. Agency number 551	3. Agency name Texas Department of Agriculture				4. Current document number 19001931
	5. Effective date (Agency use)	6. Doc date (First date of travel) 02/20/19	7. Doc agency 551	8. FY 19	9. Document amount \$ 127.89	

10. Pay to: SID MILLER	11. Title COMMISSIONER
PAID MAR 21 2019	
12 Designated headquarters AUSTIN	

13. Texas Identification number 70000047442PR1	14. AGENCY USE <i>[Signature]</i>
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15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
		025	10210	29041	19	7102	127.89
INVOICE NUMBER		PMT DUE DATE		AGENCY USE			
AGENCY USE							

15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
INVOICE NUMBER		PMT DUE DATE		AGENCY USE			
AGENCY USE							

15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
DIRECT DEPOSIT							
INVOICE NUMBER		PMT DUE DATE		AGENCY USE			
AGENCY USE							

16. Service date (Last date of travel) 2/20/19	17. Description (Agency use only) Traveled to Dallas and Fort Worth for Interview and Speaking engagement.
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18. DISTRIBUTION							AMOUNT
Expense itemization for in-state travel:							
Fares, Public transportation	Taxi	Air fare	Rental car				
Personal car mileage-This amount comes from the totals in Y for In-State Mileage Total			220.5	Miles @ (Rate set by Legislature)	.58		\$ 127.89
Meals and / or lodging-This amount comes from the totals in J+K (or L, if applicable) fields							
Hotel Occupancy Tax							
Parking	Description:						
Incidental expenses (Itemize)							
Expense itemization for out-of-state travel:							
Fares, Public transportation	Taxi	Air fare	Rental car				
Personal car mileage-This amount comes from the totals in Y for Out-of-State Mileage Total				Miles @ (Rate set by Legislature)	.58		\$ 0.00
Meals and / or lodging-This amount comes from the totals in V+W (or X, if applicable) fields							
Parking	Description:						
Incidental expenses (Itemize)							
TOTAL							\$ 127.89

19. I certify that the expense account shown above is true, correct, and unpaid.			
sign here <i>[Signature]</i>	Date 3/4/19	sign here <i>[Signature]</i>	Date 3-6-19

20. Contact name Debra Ramirez	Phone (Area code and number)	21. Agency use
22. Agency Approval sign here <i>[Signature]</i>	Title	Date TX-TDA-21-0913-A-000253



COMMISSIONER SID MILLER

Texas Department of Agriculture
Travel Request for In-State

ATR-400

SECTION A	¹ EMPLOYEE INFORMATION				
	First Name SID	M. I.	Last Name MILLER	Title COMMISSIONER	Texas identification number 70000047442
	² PURPOSE OF TRAVEL				
	<input type="checkbox"/> Conference <input type="checkbox"/> Training <input checked="" type="checkbox"/> Agency Outreach <input type="checkbox"/> Other (please list)				
	³ TRAVEL DATES AND TIME				
	Departure Date (mm/dd/yy) 02/20/2019	Departure Time 09:00 <input checked="" type="checkbox"/> a.m. <input type="checkbox"/> p.m.	Return Date (mm/dd/yy) 02/20/2019	Return Time 06:00 <input type="checkbox"/> a.m. <input checked="" type="checkbox"/> p.m.	AY of travel dates 19
	⁴ TRAVEL LOCALE				
	<input type="checkbox"/> In-State (not to exceed GSA per diem rate) <input type="checkbox"/> In-State (actual expenses not to exceed GSA per diem rate)				
	⁵ DESCRIBE SPECIFIC PURPOSE OF TRAVEL				
	<u>Traveling via personally owned vehicle to Fort Worth and Dallas for an interview and speaking engagement at the U.S. Livestock Genetics Export, Inc. (USLGE) annual meeting. Conducted interview with Mike Jones Podcast on being Commissioner.</u>			Meals & Lodging \$0.00 Transportation \$0.00 Mileage \$120.17 Total Request \$120.17	Index 10210 PCA 29041

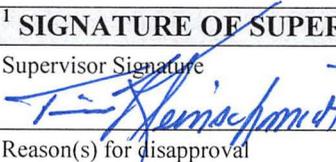
Traveler's Name SID MILLER	Return Date 02/20/2019	Amount \$120.17
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1 TRAVEL EXPENSE ITEMIZATIONS														
LOCATIONS IN-STATE		PER DIEM (7106)			TRANSPORTATION									
Departure City	Destination City	Estimated Meal Expense Days X GSA Rate* or Actual	Estimated Lodging Expense Days X GSA Rate* or Actual	Direct Billed Hotel	State Vehicle	Estimated Mileage Expense (7102) (Miles X 0.545=Cost)		Commercial Airline (7101)		Aircraft Pooling Board (7445)		Rental Vehicle (7101)		Parking, Tolls, (7105) or Taxi (7101)
						Miles	Cost		BTA		BTA		BTA	
STEPHENVILLE	FORT WORTH	\$	\$	<input type="checkbox"/>	<input type="checkbox"/>	110.00	\$59.95		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
FORT WORTH	DALLAS	\$	\$	<input type="checkbox"/>	<input type="checkbox"/>	32.50	\$17.71		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
DALLAS	STEPHENVILLE	\$	\$	<input type="checkbox"/>	<input type="checkbox"/>	78.00	\$42.51		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
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Total		\$0.00	\$0.00	<input type="checkbox"/>	<input type="checkbox"/>	220.50	\$120.17	\$0.00	<input type="checkbox"/>	\$0.00	<input type="checkbox"/>	\$0.00	<input type="checkbox"/>	\$0.00

1 TRAVEL ADVANCE REQUEST, IF NEEDED	
SECTION C	Is travel advance needed? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, complete ATR-403 Travel Advance Request form using Totals from above.
	Total for Meals \$0.00 Total for Lodging \$0.00 Total Parking, Tolls, or Taxi \$0.00 TOTAL EXPENSES: \$ 0.00 80%= Maximum Advance Amount \$ 0.00

*Attach a hard copy of the GSA per Diem rate to this request, found at http://www.gsa.gov/Portal/gsa/ep/contentView.do?contentId=17943&contentType=GSA_BASIC.

Traveler's Name SID MILLER	Return Date 02/20/2019	Amount \$120.17
----------------------------	------------------------	-----------------

SECTION D	¹ APPROVALS		
	Requesting Employee 	Date (mm/dd/yy) 02/08/2019	
	AC/RD	<input type="checkbox"/> Approved <input type="checkbox"/> Not approved <input type="checkbox"/> Revise	
	Travel Accountant	<input type="checkbox"/> Filed	
	¹ SIGNATURE OF SUPERVISOR		
	Supervisor Signature 	Supervisor Printed Name TIM KUSSEL	<input checked="" type="checkbox"/> Approved <input type="checkbox"/> Disapproved <input type="checkbox"/> Revise
Reason(s) for disapproval			
Assistant Commissioner/Regional Director		<input type="checkbox"/> Concur <input type="checkbox"/> Do not concur	Date (mm/dd/yyyy)

¹ CHECKLIST TO BE COMPLETED BY REQUESTING EMPLOYEE
Please use this checklist to ensure you are sending all of the necessary information and documents.
<input type="checkbox"/> ATR-400 Travel Request for In-State form <input type="checkbox"/> ATR-403 Travel Advance Request form (if applicable)



U.S. Livestock Genetics Export, Inc.

522 Springdale Street, Suite 102
Mount Horeb, WI 53572-1780, USA
Phone: 608-437-2020 • Fax: 888-538-6596
E-mail: uslge@uslge.org • Web site: www.uslge.org

AGENDA

25th USLGE Annual Meeting – 2019

Radisson Hotel Fort Worth North at Fossil Creek, Texas

Hosted by American Paint Horse Association (APHA) and Texas Department of Agriculture

Wednesday, February 20, 2019

- 8:00 am USLGE Board of Directors meeting (Radisson Hotel)
- 12:30 pm **Registration** (Radisson Hotel Lobby)
- 1:30 pm Meet in hotel lobby
- 1:45 pm Depart for Fort Worth **Stockyards Station**
- 2:15 pm **Welcome** – Sid Miller, Texas Agriculture Commissioner
Welcome – Betsy Price, City of Fort Worth Mayor
- 2:30 pm **USLGE/FAS 101 & 201** – Kevin Latner, Latner & Associates, Kimberly Gordon and Martin Sieber, USLGE - Training for new members/refresher for current members
Sponsored by Kentucky Thoroughbred Owners & Breeders, Inc.
- 4:00 pm Questions & answers (open forum)
- 4:30 pm **USLGE reception/appetizers**
- 5:30 pm Dinner in Stockyards (self-pay)

Thursday, February 21, 2019

- 6:30 am **Registration** (Radisson Hotel Lobby)
- 7:00 am **Group buffet breakfast** (Barons)
- 8:00 am **Welcome and Introductions** – Chauncey Morris, USLGE Chair (Spring Palace)
- 8:15 am **USLGE's new website** – Suzanne Hubbard & Scott Jensen, USLGE consultants
- 9:00 am **Overview and 2019 update for USDA-FAS Livestock & Seafood Products Branch** – Nicolas Rubio, Branch Chief, Livestock and Seafood Products, USDA-FAS
- 9:45 am Break

(over)

Thursday, February 21, 2019

- 10:00 am **Specie group meetings**
Dairy – Carl Kent (Spring Palace)
Beef – David Hobbs (Westbrook C)
Swine – Doug Newcom (Parker)
Equine – Chauncey Morris (Westbrook B)
Small Ruminants – Martin Sieber (Pickett)
Germplasm – Jay Weiker (Courtright)
State Departments of Agriculture – Marty Earnheart (Westbrook A)
- 12:00 pm Depart for **Group lunch at Stockyards** (Coopers)
- 1:30–5 pm Various tours and shopping at Stockyards
- 7:00 pm **USLGE reception/dinner** (Radisson Ballroom)

Friday, February 22, 2019

- 7:30 am **Group buffet breakfast** (Barons)
- 8:30 am **Evaluation of USLGE member activities in Pakistan** – Ron Dulin,
Euromonitor International (Spring Palace)
- 9:45 am Break
- 10:00 am **USLGE annual meeting** (Spring Palace)
- 11:30 am **Meeting adjournment**
- 11:31 am **USLGE Board of Directors reorganization meeting**
- 11:30 am Lunch on your own
- 1:15 pm Depart for tours and dinner
- 12:30pm **Tour** – Texas Motor Speedway
Tour – Outlaw Equine Vet Facility
- 6:00 pm **Mercado Juárez Mexican Café** in Fort Worth
- 8:00 pm Back at the hotel

Saturday, February 23, 2019

- Morning Breakfast on your own/checkout

Total of this voucher ==> \$ 127.89

== To refresh total voucher

VOUCHER NO: 19001931
 TRAVELLER'S NAME: Miller, Sid
 TAX ID/MAIL CODE: 70000047442PR1
 DESIGNATED HEADQUARTERS: AUSTIN
 TRAVEL TO: DALLAS FORT WORTH
 PURPOSE OF TRAVEL: SPK ENG. INTERVIEW, MEETING

PUI



OK TO PRINT

			1	<=days out
TRAVEL DATE		Inv. Date	Rqd Pym Dt	
From	022019	030819	032119	
To	022019			
Coding		#2	#3	
Index	10210			
PCA	29041			
Proj No.				
27 Screen Proj# SrcvDt				
Travel Exp Limits				
Lodging				
Meals				
Total				

STEP 2: ENTER ENTRY CODE

Exp Type(DO NOT ENTER ANYTHING)	CODE	Date	Amount	City for Meals	Enter 2 or 3 If diff coding	COBJ	INDEX	PCA	PROJ NO	Tcode
MILEAGE-In-State	21	022019	127.89			7102	10210	29041	-	225

TRAVEL VOUCHER / FORM

1. Archive reference number	2. Agency number 551	3. Agency name Texas Department of Agriculture				4. Current document number 19061997
	5. Effective date (Agency use)	6. Doc date (First date of travel)	7. Doc agency	8. FY	9. Document amount	
		02/24/19	551	19	\$ 1,322.87	
10. Pay to: SID MILLER				11. Title COMMISSIONER		
				12 Designated headquarters AUSTIN		
13. Texas Identification number 70000047442PR1		14. AGENCY USE PAID MAR 29 2019 BY: <i>[Signature]</i>				

15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
		225	10210	29041	19	7114	1098.50
	INVOICE NUMBER	PMT DUE DATE	AGENCY USE				
	AGENCY USE						

15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
		225	10210	29041	19	7115	123.21
	INVOICE NUMBER	PMT DUE DATE	AGENCY USE				
	AGENCY USE						

15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
		225	10210	29041	19	7111	60.54
	INVOICE NUMBER	PMT DUE DATE	AGENCY USE				
	AGENCY USE						

DIRECT DEPOSIT

16. Service date (Last date of travel) 2/28/19	17. Description (Agency use only) Traveled to Arlington, VA - NASDA Winter Policy Conference 2019
---	--

18. DISTRIBUTION	AMOUNT
Expense itemization for in-state travel:	
Fares, Public transportation Taxi	
Air fare	
Rental car	
Personal car mileage-This amount comes from the totals in Y for In-State Mileage Total	Miles @ (Rate set by Legislature) .58
	\$ 0.00
Meals and / or lodging-This amount comes from the totals in J+K (or L, if applicable) fields	
Hotel Occupancy Tax	
Parking Description:	
Incidental expenses (Itemize)	
Expense itemization for out-of-state travel:	
Fares, Public transportation Taxi	60.56
Air fare	
Rental car	
Personal car mileage-This amount comes from the totals in Y for Out-of-State Mileage Total	70 Miles @ (Rate set by Legislature) .58
	\$ 40.60
Meals and / or lodging-This amount comes from the totals in V+W (or X, if applicable) fields	\$ 1,098.50
Parking Description: Hotel Occupancy Tax	\$ 120.72
Incidental expenses (Itemize) Long Distance Call Use for Phone Interview with RFD/TV Station.	\$ 2.49
TOTAL	\$ 1,322.87

19. I certify that the expense account shown above is true, correct, and unpaid.			
sign here	Claimant <i>[Signature]</i>	Date <i>3/22/19</i>	Supervisor <i>[Signature]</i>
	20. Contact name <i>Debra Ramirez</i>	Phone (Area code and number)	21. Agency use
22. Agency Approval sign here	<i>[Signature]</i>	Title	Date

11/04/19

02.8721 410 21 10000 0000 000

15.851 000 21 10000 0000 000

22.02 000 21 10000 0000 000

AMERICAN OVERSIGHT

ACCT/PAY/RCVD

'19MAR27AM8:41

Handwritten signature
Debra Ramirez

1. Doc agency 551	2. Current document number 19001997
----------------------	--

TRAVEL VOUCHER / FORM CONTINUATION

15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
		225	10210	29041	19	7112	40.60
	INVOICE NUMBER		PMT DUE DATE	AGENCY USE			
	AGENCY USE						
15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
	INVOICE NUMBER		PMT DUE DATE	AGENCY USE			
	AGENCY USE						
15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
	INVOICE NUMBER		PMT DUE DATE	AGENCY USE			
	AGENCY USE						
15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
	INVOICE NUMBER		PMT DUE DATE	AGENCY USE			
	AGENCY USE						
15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
	INVOICE NUMBER		PMT DUE DATE	AGENCY USE			
	AGENCY USE						
15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
	INVOICE NUMBER		PMT DUE DATE	AGENCY USE			
	AGENCY USE						
15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
	INVOICE NUMBER		PMT DUE DATE	AGENCY USE			
	AGENCY USE						

IN-STATE MEALS AND LODGING											ACTUAL EXPENSE				
A. Leave Headquarters				B. Arrive Headquarters				C. Meals non-overnight not to exceed \$36	D. Meals not to exceed Maximum Rate	E. Lodging not to exceed Maximum Rate	F. TOTAL	G. Meals	H. Lodging	I. TOTAL	
Date	Hour	Min.	m.	Date	Hour	Min.	m.								
TOTAL MEALS NON OVERNIGHT								J.	TOTAL MEALS & LODGING			K.	TOTAL ACTUAL EXPENSE		L.

OUT-OF-STATE MEALS AND LODGING											ACTUAL EXPENSE				
M. Leave Headquarters				N. Arrive Headquarters				O. Meals non-overnight not to exceed \$36	P. Meals not to exceed Maximum Rate	Q. Lodging not to exceed Maximum Rate	R. TOTAL	S. Meals	T. Lodging	U. TOTAL	
Date	Hour	Min.	m.	Date	Hour	Min.	m.								
02/24/19	6	00	A						\$ 34.00		\$ 34.00		\$ 199.00	\$ 199.00	
02/25/19									\$ 52.00		\$ 52.00		\$ 199.00	\$ 199.00	
02/26/19									\$ 34.00		\$ 34.00		\$ 199.00	\$ 199.00	
02/27/19									\$ 40.00		\$ 40.00		\$ 314.00	\$ 314.00	
				02/28/19	9	00	P		\$ 27.50		\$ 27.50				
TOTAL MEALS NON OVERNIGHT								V.	TOTAL MEALS & LODGING			W. \$ 187.50	TOTAL ACTUAL EXPENSE		X. \$ 911.00

DATE	Y. INFORMATION REQUIRED BY TEXTRAVEL AND OTHER PERTINENT INFORMATION	TYPE (I or O)	MILEAGE POINT TO POINT*
02/24/19	Traveled via commercial airline from Austin Bergstrom International Airport to Arlington, Virginia to the NASDA - National Association of State Departments of Agriculture Conference . Secured lodging and remained overnight.	O	35.00
02/25/19	Attended the NASDA - National Association of State Departments of Agriculture Winter Policy Conference 2019. Remained overnight.		
02/26/19	Attended the NASDA - National Association of State Departments of Agriculture Winter Policy Conference 2019. Remained overnight.		
02/27/19	Attended the NASDA - National Association of State Departments of Agriculture Winter Policy Conference 2019. Remained overnight.		

* Show point-to-point breakdown, including intra-city mileage claims

IN-STATE MILEAGE TOTAL	I	OUT-OF-STATE MILEAGE TOTAL	O	70
------------------------	---	----------------------------	---	----

TX-TDA-21-0913-A-000265

Use additional form or a "CONTINUATION SHEET," if additional space is needed.



RENAISSANCE*
HOTELS

RENAISSANCE ARLINGTON

GUEST FOLIO

624 MILLER/SID 314.00 02/28/19 DUPLICATE 14:14 13946
 ROOM NAME RATE DEPART TIME ACCT#
 GD [REDACTED] 02/27/19
 TYPE [REDACTED] ARRIVE TIME
 764018672

ROOM ADDRESS PAYMENT MB#: 594391906
 CLERK

DATE	REFERENCES	CHARGES	CREDITS	BALANCES DUE
02/27	TELECOMM	FREEHSIA	.00	
02/27	SOCCILNG	1176 624	3.09	
02/27	SOCCILNG	1180 624	36.80	
02/27 [REDACTED]				
02/27	TR ROOM	624, 1	314.00	
02/27	ROOM TAX	624, 1	18.84	
02/27	OCC TAX	624, 1	22.77	
02/28	CCARD-DS			425.50
				.00

* ←

* Restaurant Fee
 Requesting a copy of the Bill for the
 \$3.09 + \$36.80



RENAISSANCE ARLINGTON
 2800 S POTOMAC AVE
 ARLINGTON, VA 22202
 PH# 703-413-1300 FAX# 703-413-3648
 RENAISSANCE* HOTELS

Was that the best night's sleep you have ever had? Have a repeat performance at your place by visiting CollectRenaissance.com.

This statement is your only receipt. You have agreed to pay in cash or by approved personal check or to authorize us to charge your credit card for all amounts charged to you. The amounts shown in the credit column opposite any credit card entry in the reference column above will be charged to the credit card number set forth above. (The credit card company will bill in the usual manner.) If for any reason the credit card company does not make payment on this account, you will owe us such amount. If you are direct billed, in the event payment is not made within 25 days after check-out, you will owe us interest from the check-out date on any unpaid amount at the rate of 1.5% per month (ANNUAL RATE 18%), or the maximum allowed by law, plus the reasonable cost of collection, including attorney fees.



TX-TDA-21-0913-A-000267



RENAISSANCE®
HOTELS

RENAISSANCE ARLINGTON

GUEST FOLIO

624	MILLER/SID	199.00	02/27/19	16:58	12639	6825
ROOM	NAME	RATE	DEPART	TIME	ACCT#	GROUP
GD	TEXAS DEPARTMENT OF		02/24/19	15:22		
TYPE	1700 N. CONGRESS		ARRIVE	TIME		
98	SUITE 1125E					
ROOM	AUSTIN TX 78701				MBV#:	594391906
CLERK	ADDRESS	PAYMENT				

DATE	REFERENCES	CHARGES	CREDITS	BALANCES DUE
02/24	GP ROOM	624, 1	199.00	
02/24	ROOM TAX	624, 1	11.94	
02/24	OCC TAX	624, 1	14.43	
	NON DEBAR		20.00	
02/25	GP ROOM	624, 1	199.00	
02/25	ROOM TAX	624, 1	11.94	
02/25	OCC TAX	624, 1	14.43	
02/26	LD CALL	1274-212	2.49	
02/26	GP ROOM	624, 1	199.00	
02/26	ROOM TAX	624, 1	11.94	
02/26	OCC TAX	624, 1	14.43	
02/27	CCARD-DS			698.60
	PAYMENT RECEIVED BY: DISCOVER			
				.00

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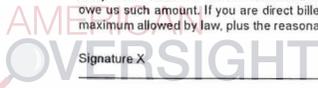
**Commissioner's phone interview
with RFDTV. need to use a landline.*

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2800 S POTOMAC AVE
ARLINGTON, VA 22202
RENAISSANCE® PH# 703-413-1300 FAX# 703-413-3648
HOTELS

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This statement is your only receipt. You have agreed to pay in cash or by approved personal check or to authorize us to charge your credit card for all amounts charged to you. The amounts shown in the credit column opposite any credit card entry in the reference column above will be charged to the credit card number set forth above. (The credit card company will bill in the usual manner.) If for any reason the credit card company does not make payment on this account, you will owe us such amount. If you are direct billed, in the event payment is not made within 25 days after check-out, you will owe us interest from the check-out date on any unpaid amount at the rate of 1.5% per month (ANNUAL RATE 18%), or the maximum allowed by law, plus the reasonable cost of collection, including attorney fees.



TX-TDA-21-0913-A-000268



FY 2019 Per Diem Rates for Virginia

I'm Interested in:

Lodging by month (excluding taxes) | October 2018 - September 2019

Cities not appearing below may be located within a county for which rates are listed. To determine what county a city is located in, visit the National Association of Counties (NACO) website (a non-federal website).

[CSV](#)

[Print](#)

Primary Destination ⓘ	County ⓘ	2018 Oct	Nov	Dec	2019 Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
Standard Rate	Applies for all locations without specified rates	\$94	\$94	\$94	\$94	\$94	\$94	\$94	\$94	\$94	\$94	\$94	\$94
Abingdon	Washington	\$95	\$95	\$95	\$95	\$95	\$95	\$95	\$95	\$95	\$95	\$95	\$95
Blacksburg	Montgomery	\$98	\$98	\$98	\$98	\$98	\$98	\$98	\$98	\$98	\$117	\$117	\$117
Charlottesville	City of Charlottesville / Albemarle	\$132	\$132	\$132	\$132	\$132	\$132	\$132	\$132	\$132	\$132	\$132	\$132
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)	\$251	\$181	\$181	\$181	\$181	\$251	\$251	\$251	\$251	\$179	\$179	\$251
Loudoun	Loudoun	\$107	\$107	\$107	\$107	\$107	\$107	\$107	\$107	\$107	\$107	\$107	\$107
Lynchburg	Campbell / Lynchburg City	\$99	\$99	\$99	\$99	\$99	\$99	\$99	\$99	\$99	\$99	\$99	\$99
Richmond	City of Richmond	\$147	\$147	\$147	\$147	\$147	\$147	\$147	\$147	\$147	\$147	\$147	\$147
Roanoke	City limits of Roanoke	\$111	\$111	\$111	\$111	\$111	\$111	\$111	\$111	\$111	\$111	\$111	\$111
Virginia Beach	City of Virginia Beach	\$99	\$99	\$99	\$99	\$99	\$99	\$99	\$99	\$180	\$180	\$180	\$99

Meals & Incidentals (M&IE) Breakdown ⁱ

Use this table to find the following information for federal employee travel:

M&IE Total - the full daily amount received for a single calendar day of travel when that day is neither the first nor last day of travel.

Breakfast, lunch, dinner, incidentals - Separate amounts for meals and incidentals. M&IE Total = Breakfast + Lunch + Dinner + Incidentals. Sometimes meal amounts must be deducted from trip voucher. See More Information

First & last day of travel - amount received on the first and last day of travel and equals 75% of total M&IE.

CSV Print

Primary Destination ⁱ	County ⁱ	M&IE Total	Continental Breakfast/Breakfast	Lunch	Dinner	Incidental Expenses	First & Last Day of Travel ⁱ
Standard Rate	Applies for all locations without specified rates	\$55	\$13	\$14	\$23	\$5	\$41.25
Abingdon	Washington	\$71	\$17	\$18	\$31	\$5	\$53.25
Blacksburg	Montgomery	\$56	\$13	\$15	\$23	\$5	\$42.00
Charlottesville	City of Charlottesville / Albemarle	\$71	\$17	\$18	\$31	\$5	\$53.25
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)	\$76	\$18	\$19	\$34	\$5	2/24 \$57.00 2/28 27.50
Loudoun	Loudoun	\$61	\$14	\$16	\$26	\$5	\$45.75
Lynchburg	Campbell / Lynchburg City	\$61	\$14	\$16	\$26	\$5	\$45.75
Richmond	City of Richmond	\$66	\$16	\$17	\$28	\$5	\$49.50
Roanoke	City limits of Roanoke	\$61	\$14	\$16	\$26	\$5	\$45.75
Virginia Beach	City of Virginia Beach	\$61	\$14	\$16	\$26	\$5	\$45.75

Taxi fro

Rebecca Bustamante

From: SID MILLER <repsidmiller@gmail.com>
Sent: Sunday, February 24, 2019 2:40 PM
To: Rebecca Bustamante
Subject: Fwd: Receipt from Gholam Hasher

WARNING: This email originated from outside of the Texas Department of Agriculture email system. DO NOT click links or open attachments unless you expect them from the sender and know the content is safe.

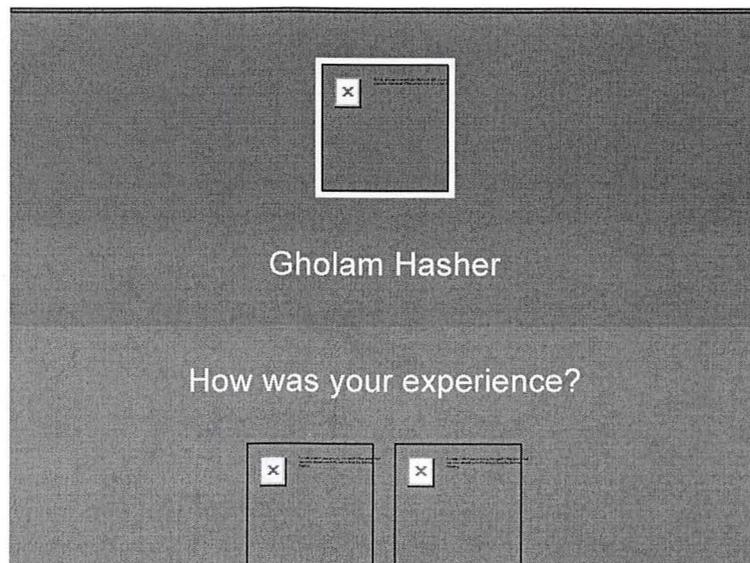
Taxi fro airport to hotel

Texas Agriculture Commissioner
Sid Miller
Facebook/Millerfortexas

Begin forwarded message:

From: Gholam Hasher via Square <receipts@messaging.squareup.com>
Date: February 24, 2019 at 3:20:57 PM EST
To: <repsidmiller@gmail.com>
Subject: Receipt from Gholam Hasher
Reply-To: Gholam Hasher via Square
<CAESOhIAGixyX21memVINmx4bTVuZGFuZGVrNWWh0YXNsaGs0NHVxd2NIZ3ZiZXU1c25peSIIZGlhbG9ndWUiIDP0wxwtlieFd+ECKXLKrQN1nSvpboEViubvVVeVMDZn@reply2.squareup.com>

Square automatically sends receipts to the email address you used at any Square seller. [Learn more](#)



\$ 16.40

Custom Amount	\$16.40
Total	\$16.40

Gholam Hasher

Discover [REDACTED] (Swipe)	Feb 24
	2019 at
SID MILLER	3:20
	PM
	#Bywg
	Auth
	code:
	02487R

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1455 Market Street, Suite 600
San Francisco, CA 94103

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[Manage preferences](#) for digital receipts



Rebecca Bustamante

From: SID MILLER <repsidmiller@gmail.com>
Sent: Tuesday, February 26, 2019 5:31 AM
To: Rebecca Bustamante
Subject: Fwd: Receipt from UVC

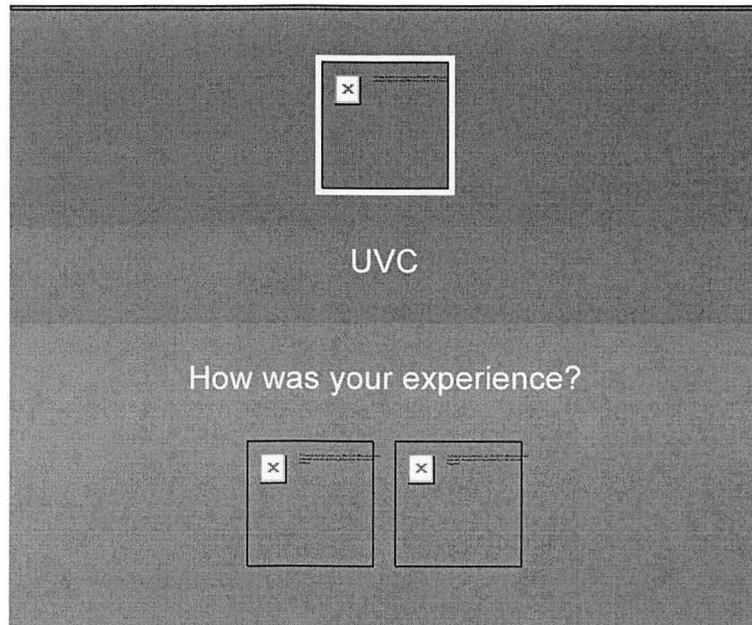
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Taxi
Sid Miller
Sid Miller Texas Agriculture Commissioner
www.facebook.com/MillerForTexas
Twitter: @MillerForTexas

Begin forwarded message:

From: UVC via Square <receipts@messaging.squareup.com>
Date: February 25, 2019 at 10:38:27 PM EST
To: <repsidmiller@gmail.com>
Subject: Receipt from UVC
Reply-To: UVC via Square
<CAESOhIAGixyX21memZnb2tzaXU0eGNvY3drYjJ2Z3pqc25iZXVvMmtyamJmdnE1Mm5peSIIZGhG9ndWUuICmoQ49gCFQktJMwWSJvNE2yI+n3hz3x5M8QBNA09iuS@reply2.squareup.com>

Square automatically sends receipts to the email address you used at any Square seller. [Learn more](#)



\$22.08

Custom Amount \$22.08
https://ezmetriq.com/r/80795_2FDZ6ON0

Total \$22.08



UVC
2711 26TH ST NE
WASHINGTON, DC 20018
202-873-7320

Discover  (Chip) Feb 25
 2019 at
SID MILLER 10:38
PM
#S9RE
Auth
code:
02566R

AID: A0000001523010
Signature Verified

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sales for free.

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San Francisco, CA 94103

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[Manage preferences](#) for digital receipts



Rebecca Bustamante

From: SID MILLER <repsidmiller@gmail.com>
Sent: Monday, February 25, 2019 9:51 PM
To: Rebecca Bustamante
Subject: Fwd: Receipt from UVC

WARNING: This email originated from outside of the Texas Department of Agriculture email system. DO NOT click links or open attachments unless you expect them from the sender and know the content is safe.

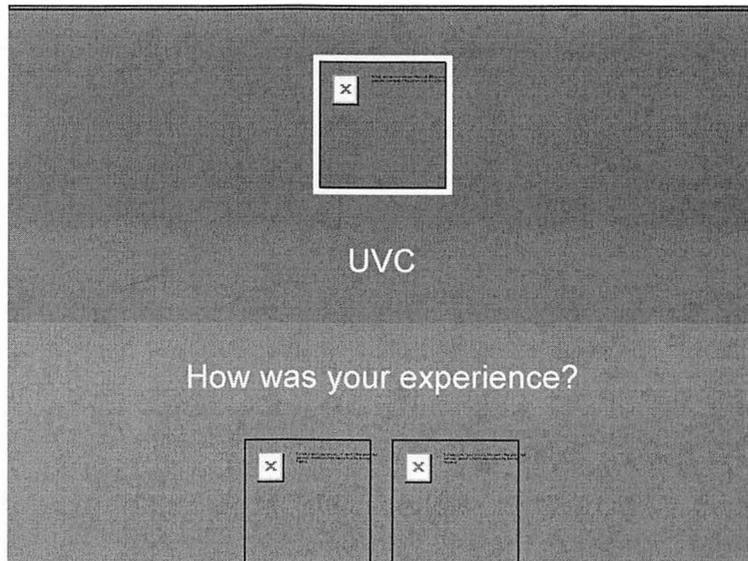
Taxi at NASDA

Texas Agriculture Commissioner
Sid Miller
Facebook/Millerfortexas

Begin forwarded message:

From: UVC via Square <receipts@messaging.squareup.com>
Date: February 25, 2019 at 10:38:27 PM EST
To: <repsidmiller@gmail.com>
Subject: Receipt from UVC
Reply-To: UVC via Square
<CAESOhIAGixyX21memZnb2tzaXU0eGNvY3drYjJ2Z3pqc25iZXVvMmtyamJmdnE1Mm5peSIIZGlhbG9ndWUiICmoQ49gCFQktJMwWSJvNE2yI+n3hz3x5M8QBNA09iuS@reply2.squareup.com>

Square automatically sends receipts to the email address you used at any Square seller. [Learn more](#)



\$22.08

Custom Amount \$22.08
https://ezmetriq.com/r/80795_2FDZ6ON0

Total \$22.08

UVC
2711 26TH ST NE
WASHINGTON, DC 20018
202-873-7320

Discover  (Chip) Feb 25
 2019 at
SID MILLER 10:38
PM
#S9RE
Auth
code:
02566R

AID: A0000001523010
Signature Verified

Run your own business?
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[Manage preferences](#) for digital receipts





COMMISSIONER SID MILLER

Texas Department of Agriculture
Travel Request for
Out-of-State, International or Washington, D. C.

DOC No. PT _____

ATR-401

Form with sections: 1 EMPLOYEE INFORMATION, 2 PURPOSE OF TRAVEL, 3 TRAVEL DATES AND TIME, 4 TRAVEL LOCALE, 5 DESCRIBE SPECIFIC PURPOSE OF TRAVEL. Includes handwritten entries for dates, times, and expenses.

http://www.oanda.com/convert/classic (Currency converter)

Sent to [unclear] 2/13/19 RB



Scanned and emailed to Finance/Lozano m. Feb 14/19

Traveler's Name SID MILLER Return Date 02/24/2019 Amount \$844.00

TRAVEL EXPENSE ITEMIZATIONS FOR OUT OF STATE (INCLUDING MEXICO AND CANADA) OR WASHINGTON, D. C.												
Locations OUT-of-STATE		PER DIEM (7116)			TRANSPORTATION (BTA – Bill to Agency)							
Departure City	Destination City	Estimated Meal Expense Days X GSA Rate* or Actual	Estimated Lodging Expense Days X GSA Rate* or Actual	Direct Billed Hotel	State Vehicle	Estimated Mileage Expense (7102) (Miles X 0.545=Cost)		Commercial Airline Enter 'BTA' or Amount (7111)		Rental Vehicle Enter 'BTA' or Amount (7111)		Parking, Tolls, (7115) or Taxi (7111)
						Miles	Cost		BTA		BTA	
AUSTIN, TX	ARLINGTON, VIRGINIA	\$ 51.00	\$ 200.00	<input type="checkbox"/>	<input type="checkbox"/>		\$ 0.00		<input checked="" type="checkbox"/>		<input type="checkbox"/>	20.00
ARLINGTON, VIRGINIA	ARLINGTON, VIRGINIA	\$ 51.00	\$ 200.00	<input type="checkbox"/>	<input type="checkbox"/>		\$ 0.00		<input type="checkbox"/>		<input type="checkbox"/>	20.00
ARLINGTON, VIRGINIA	ARLINGTON, VIRGINIA	\$ 51.00	\$ 200.00	<input type="checkbox"/>	<input type="checkbox"/>		\$ 0.00		<input type="checkbox"/>		<input type="checkbox"/>	20.00
ARLINGTON, VIRGINIA	AUSTIN, TEXAS	\$ 51.00	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$ 0.00		<input checked="" type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$ 0.00		<input type="checkbox"/>		<input type="checkbox"/>	
Total		\$ 204.00	\$ 600.00	<input type="checkbox"/>	<input type="checkbox"/>	0.00	\$ 0.00	\$ 0.00	<input type="checkbox"/>	\$ 0.00	<input type="checkbox"/>	\$ 40.00

TRAVEL EXPENSE ITEMIZATIONS FOR INTERNATIONAL (7121)												
Locations OUT-of-STATE		PER DIEM			TRANSPORTATION (BTA – Bill to Agency)							
Departure City	Destination City	Estimated Meal Expense Days X US Dept of State International Rate**	Estimated Lodging Expense Days X US Dept of State International Rate**	Direct Billed Hotel	State Vehicle	Estimated Mileage Expense (7102) (Miles X 0.545=Cost)		Commercial Airline Enter 'BTA' or Amount		Rental Vehicle Enter 'BTA' or Amount		Parking, Tolls, (7115) or Taxi (7111)
						Miles	Cost		BTA		BTA	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$ 0.00		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$ 0.00		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$ 0.00		<input type="checkbox"/>		<input type="checkbox"/>	
Total		\$ 0.00	\$ 0.00	<input type="checkbox"/>	<input type="checkbox"/>	0.00	\$ 0.00	\$ 0.00	<input type="checkbox"/>	\$ 0.00	<input type="checkbox"/>	\$ 0.00

Traveler's Name **SID MILLER** Return Date **02/24/2019** Amount **\$844.00**

SECTION E APPROVALS			
SECTION E	Requesting Employee		Date (mm/dd/yyyy)
	<i>[Signature]</i>		<i>1/3/19</i>
	Budget Analyst	<input checked="" type="checkbox"/> Approved <input type="checkbox"/> Not approved <input type="checkbox"/> Revise	<i>1/4/19</i>
	Deputy Commissioner (for international, D.C., and for Exec or Senior Staff)	<input type="checkbox"/> Approved <input type="checkbox"/> Not approved <input type="checkbox"/> Revise	
	Travel Accountant	<input type="checkbox"/> Reviewed	
	Encumbrance Accountant	<input type="checkbox"/> Encumbered	
Travel Accountant		<input type="checkbox"/> File	
Reason for disapproval (please initialize)			
SECTION F SIGNATURE OF SUPERVISOR			
Supervisor Signature		Supervisor Printed Name	Date (mm/dd/yyyy)
<i>[Signature]</i>		<i>TIM KLEINSCHMIDT</i>	<i>1-3-19</i>
Reason(s) for disapproval			
Assistant Commissioner/Regional Director		<input type="checkbox"/> Concur <input type="checkbox"/> Do not concur	Date (mm/dd/yyyy)
SECTION F CHECKLIST TO BE COMPLETED BY REQUESTING EMPLOYEE			
<input type="checkbox"/> ATR-401 Travel Request for Out-of-State, International or Washington, D. C. form <input type="checkbox"/> Actual Expenses Approval <input checked="" type="checkbox"/> ATR-402 OSFR Report of State Agency Travel to Washington, D. C. <input type="checkbox"/> ATR-403 Travel Advance Request form (only if travel advance needed)			

SECTION D	¹ TRAVEL ADVANCE REQUEST, IF NEEDED
	Is travel advance needed? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, complete form ATR-403 Travel Advance Request form using Totals from above.
	Total for Meals \$ 204.00 Total for Lodging \$ 600.00 Total Parking, Tolls, or Taxi \$ 40.00 TOTAL EXPENSES: \$ 844.00 80%= Maximum Advance Amount \$ 634.40

*Attach a hard copy of the GSA per Diem rate to this request, found at http://www.gsa.gov/Portal/gsa/ep/contentView.do?contentId=17943&contentType=GSA_BASIC.

**Attach a hard copy of the US Department of State International Rate to this request, found at http://aoprals.state.gov/web920/per_diem_action.asp?MenuHide=1&CountryCode=1114.

Traveler's Name SID MILLER	Return Date 02/24/2019	Amount \$844.00
----------------------------	------------------------	------------------------

SECTION E	1 APPROVALS		
	Requesting Employee		Date (mm/dd/yyyy) <i>1/3/19</i>
	Budget Analyst	<input type="checkbox"/> Approved <input type="checkbox"/> Not approved <input type="checkbox"/> Revise	
	Deputy Commissioner (for international, D.C., and for Exec or Senior Staff)	<input type="checkbox"/> Approved <input type="checkbox"/> Not approved <input type="checkbox"/> Revise	
	Travel Accountant	<input type="checkbox"/> Reviewed	
	Encumbrance Accountant	<input type="checkbox"/> Encumbered	
	Travel Accountant	<input type="checkbox"/> File	
	Reason for disapproval (please initialize)		
	1 SIGNATURE OF SUPERVISOR		
	Supervisor Signature <i>[Signature]</i>	Supervisor Printed Name <i>LIM KLEINSCHEMIDT</i>	<input checked="" type="checkbox"/> Approved <input type="checkbox"/> Disapproved <input type="checkbox"/> Revise
Reason(s) for disapproval			
Assistant Commissioner/Regional Director	<input type="checkbox"/> Concur <input type="checkbox"/> Do not concur	Date (mm/dd/yyyy)	

SECTION F	1 CHECKLIST TO BE COMPLETED BY REQUESTING EMPLOYEE
	<input type="checkbox"/> ATR-401 Travel Request for Out-of-State, International or Washington, D. C. form
	<input type="checkbox"/> Actual Expenses Approval
	<input checked="" type="checkbox"/> ATR-402 OSFR Report of State Agency Travel to Washington, D. C.
	<input type="checkbox"/> ATR-403 Travel Advance Request form (only if travel advance needed)

All plenary sessions, committee meetings, and concurrent sessions are open to the press.

AGENDA

Monday, February 25, 2019

7:00 AM - 8:00 AM	Agranguard Breakfast Meeting Studio C Member level discussion hosted by Pennsylvania Department of Agriculture
7:30 AM - 5:00 PM	Registration Desk Opens Reception Area
8:00 AM - 11:30 AM	NASDA Board Meeting Potomac Room <i>*NASDA Members & State Staff only*</i>
11:30 AM - 12:30 PM	Lunch Salon 5-7

Regional Breakout Session I

12:30 PM - 2:30 PM	Food Export Midwest Studio D
12:30 PM - 2:30 PM	NEASDA Studio F
12:30 PM - 2:30 PM	SUSTA Studio B
12:30 PM - 2:30 PM	WASDA Potomac Room

Regional Breakout Session II

2:30 PM - 4:30 PM	Food Export Northeast Studio F
2:30 PM - 4:30 PM	MASDA Studio D
2:30 PM - 4:30 PM	SASDA Studio B
2:30 PM - 4:30 PM	WUSATA Potomac Room

4:30 PM - 5:30 PM	Welcome Reception with Incoming NASDA Members & Partners Studio C <i>*NASDA Members & Partners only*</i>
5:00 PM - 5:15 PM	Buses Depart Meet in Lobby
6:00 PM - 8:00 PM	NASDA Congressional Reception Dirksen Senate Office Building: Room SD-G50



8:00 PM - 8:15 PM **Buses Depart**
Dirksen Senate Office Building: Room SD-G50

Tuesday, February 26, 2019

6:30 AM - 8:00 AM **Breakfast**
Salon 5-7

6:30 AM - 5:30 PM **Registration Desk Opens**
Reception Area

7:00 AM - 8:00 AM **Communications Working Group Breakfast**
Studio C

7:00 AM - 8:00 AM **Member Value Committee Breakfast**
Boardroom

Opening Session

8:00 AM - 8:15 AM **Welcome & Program Overview**
Salon 1-4
President Jeff Witte & Barb Glenn, NASDA CEO

Speakers: [Barb Glenn](#),
[Secretary Jeff Witte](#)

8:15 AM - 8:45 AM **Opening Keynote - Microsoft: Creating a Workforce for the Modern Agriculture Economy**
Salon 1-4
Mary Snapp, VP of Philanthropy, Microsoft Corporation

New technologies are constantly changing the labor landscape and forcing employers to find new ways to help their employees succeed in the modern economy. Microsoft is leading the way to help increase access to learning resources, engage employers and create career pathways. In this session, Mary Snapp, Microsoft Philanthropies' Corporate VP will talk more about Microsoft's approach to workforce development and winning strategies they've helped create and use themselves.

Speakers: [Mary Snapp](#)

8:45 AM - 9:15 AM **APHIS Outlook**
Salon 1-4
Administrator Kevin Shea, USDA APHIS

Speakers: [Kevin Shea](#)

9:15 AM - 10:00 AM **Moving Cell Based Meat to Market**
Salon 1-4
Moderated by Catherine Boudreau, Reporter, Politico
Eric Schulze, VP of Product and Regulation, Memphis Meats
Dr. Rhonda Miller, Texas A&M Professor & Past President of AMSA
Sarah Collins, Senior Manager Government Relations, Tyson Foods

There will be a billion more people in the world by 2030, and each person is expected to eat more calories. As protein demand increase, new ways to meet the growing demand will need to be explored. An approach that is currently being developed is cell-based meat, which involves growing animal protein from the cells of the animals. This panel will discuss some of the current opportunities and challenges of this technology, and the role it plays to meet global protein demand.

Speakers: [Eric Schulze](#),
[Rhonda Miller](#),
[Catherine Boudreau](#)



9:30 AM - 10:30 AM	<p>SATO Meeting Salon 5-7</p>
10:00 AM - 10:30 AM	<p>Networking Break Foyer</p>
10:30 AM - 11:15 AM	<p>Food Regulation Committee Salon 1-4</p> <p><i>Chair: Commissioner Richard Ball, New York</i> <i>Vice Chair: Commissioner Karen Ross, California</i> <i>NASDA Staff Lead: Bob Ehart, Janell Hendren</i></p> <p>Speakers: <u>Scott Gottlieb</u>, <u>Frank Yiannas</u></p>
11:15 AM - 12:00 PM	<p>Plant Ag and Pesticide Regulation Committee Salon 1-4</p> <p><i>Chair: Director Bruce Kettler, Indiana</i> <i>Vice Chair: Commissioner Gary Black, Georgia</i> <i>NASDA Staff Lead: Aline DeLucia</i></p> <p>The committee will mainly focus on discussing the implementation of the farm bill hemp provisions, and the impact on the states. <i>Jonathan Miller, from US Hemp Roundtable</i>, will be joining the conversation to share the industry perspective of these provisions. Some of the challenges that states are facing to regulate Biostimulants will also be discussed.</p> <p>Speakers: <u>Jonathan Miller</u></p>
12:00 PM - 1:30 PM	<p>Lunch Salon 5-7</p>
12:00 PM - 1:30 PM	<p>New Member Orientation, Luncheon Salon 1-4</p> <p><u>Featuring -</u> NASDA Staff: <i>Barb Glenn, NASDA CEO</i> <i>Lisa Benson, NASDA Foundation Executive Director</i></p> <p>NASDA Members: <i>Secretary Jeff Witte, NASDA President</i> <i>Commissioner Ryan Quarles, Chair of the Member Value Committee</i> <i>Director Celia Gould - Member Value Committee</i> <i>Secretary Wes Ward - Member Value Committee</i> <i>Director Chris Chinn - Member Value Committee</i></p> <p>NASDA Partners: <i>Dennis Kelly, Head State Affairs, Syngenta</i> <i>Jamie Clover-Adams, Chief Of Staff, Farm Production & Conservation mission area, USDA (former NASDA member)</i> <i>Virginia Clarke, Executive Director of the Sustainable Agriculture and Food Systems Funders (SAFSF)</i></p>
1:30 PM - 2:15 PM	<p>Rural Development and Financial Security Committee Salon 1-4</p> <p><i>Chair: Secretary Russell Redding, Pennsylvania</i> <i>Vice Chair: Director Ben Thomas, Montana</i> <i>NASDA Staff Lead: Britt Aasmundstad</i></p> <p>The Rural Development and Financial Security Committee will focus on NASDA's priorities in the 2018 Farm Bill and discuss next steps. The committee will also discuss NASDA's tier one policy priority on workforce development, discuss broadband initiatives and consider policy on waterways and farmland transfer.</p>
2:15 PM - 3:00 PM	<p>The Women's Farm to Food Competition - Finals Round Salon 1-4</p>



By the NASDA Foundation

Enjoy watching four promising women farmers and entrepreneurs pitch their value-added businesses to a team of expert judges. Finalists will compete for a total of \$40,000 to help them launch, grow or scale their businesses. Don't miss NASDA's first ever Shark Tank-style competition!

The 2019 NASDA Foundation Women's Farm to Food Competition is dedicated to fostering growth among women producers (i.e., farmers, fishers, ranchers) and women entrepreneurs with food and beverage businesses in Oregon and Washington. The Farm to Food Competition was developed through a partnership of the NASDA Foundation, Oregon Department of Agriculture and Washington State Department of Agriculture.

3:00 PM - 3:30 PM

Networking Break
Foyer

Concurrent Sessions

3:30 PM - 4:30 PM

Innovation and Consumer Demand in Retail Markets
Salon 5-7

Moderated by Ellyn Ferguson, Reporter, Roll Call
David Fikes, VP of Communications and Consumer/Community Affairs, Food Marketing Institute
Jack Bobo, Vice President of Government Affairs, Intrexon
Tres Bailey, Senior Director of Federal Government Affairs, Walmart

As consumers spend more time online, their purchasing behavior shift to the online portals, and fundamentally tomorrow's customer is valuing experiences over products. Retailers will need to adapt to succeed in this new environment. Success is driven by the companies' ability to engage and differentiate itself in an ever-changing retail environment. This panel features leaders from organizations that are actively engaging in the food retail space in the U.S and around the world. This session will provide forward-looking insights on how these changes will impact Agriculture and food supply chain.

Speakers: [Ellyn Ferguson](#),
[Tres Bailey](#),
[David Fikes](#),
[Jack Bobo](#)

3:30 PM - 4:00 PM

Trade in the 116th Congress
Salon 1-4

OFF THE RECORD
Moderated by Bill Tomson, Senior Trade Editor Agri-Pulse
House Ways & Means Majority Staff
Angela Ellard, House Ways & Means Minority

The current trade environment continues to impact the bottom line of not only farmers and ranchers, but food manufacturers and exporters. Moreover, a new Congress will bring new perspectives on trade policy to Washington, D.C. at the same time as the U.S.-Mexico-Canada Agreement is being considered and the Administration seeks new trade agreements. This session will discuss the current trade environment with China, as well as preview the work and role of the 116th Congress in food and agricultural trade policy

Speakers: [Bill Tomson](#),
[Angela Ellard](#)

4:00 PM - 4:30 PM

Perspectives on Trade with China
Salon 1-4

Moderated by Bill Tomson, Senior Trade Editor, Agri-Pulse
Derek Scissors, American Enterprise Institute
Chad Bown, Peterson Institute for International Economics

The current trade environment continues to impact the bottom line of not only farmers and ranchers, but food manufacturers and exporters. Moreover, a new Congress will bring new perspectives on trade policy to Washington, D.C. at the

same time as the U.S.-Mexico-Canada Agreement is being considered and the Administration seeks new trade agreements. This session will discuss the current trade environment with China, as well as preview the work and role of the 116th Congress in food and agricultural trade policy

Speakers: [Derek Scissors](#),
[Chad Bown](#)

Moderators: [Bill Tomson](#)

4:30 PM - 4:45 PM

Networking Break
Foyer

4:45 PM - 5:30 PM

Marketing and International Trade
Salon 1-4

Chair: Director Derek Sandison, Washington
Vice Chair: Secretary Mike Naig, Iowa
NASDA Staff: Nathan Bowen

The Marketing and International Trade Committee will discuss the latest developments in trade policy, including the U.S.-Mexico-Canada Agreement, new trade agreements, and tariffs. The committee will also examine topics related to Farm Bill implementation and important food and nutrition policy issues. In addition to a number of Action Items on current issues, NASDA members will consider an update to the organization's trade policy.

Wednesday, February 27, 2019

6:30 AM - 8:00 AM

Breakfast
Salon 5-7

6:30 AM - 11:30 AM

Registration Desk Opens
Reception Area

7:00 AM - 8:00 AM

Bylaws Committee Breakfast
Boardroom

8:00 AM - 8:45 AM

Natural Resources and Environment Committee
Salon 1-4

Chair: Director Doug Miyamoto, Wyoming
Vice Chair: Secretary Michael Scuse, Delaware
NASDA Staff Lead: Britt Aasmundstad

The Natural Resources and Environment Committee will primarily focus on the administration's 2018 Waters of the United States proposal and the implications and next steps for states. The committee will also discuss the 2018 Farm Bill conservation title and its changes for states.

8:45 AM - 9:30 AM

Animal Agriculture Committee
Salon 1-4

Chair: Director Chris Chinn, Missouri
Vice Chair: Secretary Anson Tebbetts, Vermont
NASDA Staff: Aline DeLucia

This committee will discuss how to advance animal agriculture in the states. Farm Bill Implementation and Animal Biotechnology are some topics that will be discussed.

9:30 AM - 9:45 AM

Business Meeting
Salon 1-4

9:45 AM - 10:15 AM

Networking Break
Foyer



General Session

10:15 AM - 11:15 AM **Cannabis Legal Roundtable**
Salon 1-4
Moderated by Lisa Gill, Reporter, Consumer Reports
Adam Smith, Founder and Executive Director, Craft Cannabis Alliance
Scheril Murray Powell, Cannabis and Hemp Attorney, State of Florida
Kay Doyle, Massachusetts Cannabis Control Commission

This roundtable will include experts from the cannabis sector to discuss some of the opportunities and challenges of this industry as growers navigate a very complex legal landscape.

Speakers: [Kay Doyle](#),
[Adam Smith](#),
[Scheril Murray Powell](#)

Moderators: [Lisa Gill](#)

11:15 AM - 11:30 AM **Networking Break**
Foyer

Closing Session

11:30 AM - 11:40 AM **The Women’s Farm to Food Competition – Awards**
Salon 1-4
By the NASDA Foundation

11:45 AM - 12:15 PM **Closing Keynote: Understanding the Future of Artificial Intelligence**
Salon 1-4
Pranay Agrawal, Co-Founder and CEO, Fractal Analytics

Artificial intelligence (AI) capabilities are advancing from idea to reality. AI advancements will have dramatic impacts from the top levels of business through to consumers. Through adaptive analysis and response to algorithms, AI will only improve over time and change everything from how we forecast demand and understand sales drivers to how we diagnose diseases. This session will focus on how we can understand AI and what changes are in store across the business spectrum.

Speakers: [Pranay Agrawal](#)

12:30 PM - 12:45 PM **Buses Depart**

1:00 PM - 1:30 PM **Lunch**
USDA

1:40 PM - 4:00 PM **Offsite Administration Engagement**
USDA Whitten Patio: 1400 Jefferson Dr SW, Washington, DC 20024
Administration Keynotes
Secretary Sonny Perdue, USDA
Acting Administrator Andrew Wheeler, EPA
Under Secretary Ted McKinney, USDA
Under Secretary Greg Ibach, USDA
Under Secretary Bill Northey, USDA

Speakers: [Secretary Jeff Witte](#),
[Secretary Sonny Perdue](#),
[Andrew Wheeler](#),
[Hubert Hamer](#),
[Gregg Doud](#),
[Ted McKinney](#)

4:00 PM - 4:15 PM **Buses Depart (General Attendees)**

4:10 PM - 5:00 PM

**Member Roundtable with Senior USDA Officials
USDA**

*Limited to NASDA Members or one staff member per state.
CLOSED TO PRESS*

*Brief Remarks by Administrator Hubert Hamer, NASS
Roundtable Discussion with Deputy Secretary Stephen Censky. Joined by Senior
Advisors to the Secretary including Dudley Hoskins, Kristi Boswell and Janine
Miller.*

5:00 PM - 5:15 PM

Buses Depart (Members & State Staff)



COMMISSIONER SID MILLER

Texas Department of Agriculture
Office of State-Federal Relations
 Report of State Agency Travel to Washington, D.C.

ATR-402

3-DIGIT AGENCY CODE - 551		AGENCY NAME - TEXAS DEPT. OF AGRICULTURE	
1 NAMES AND TITLES OF TRAVELERS			
1. First Name SID	M. I.	Last Name MILLER	Title COMMISSIONER
2. First Name DAN	M. I.	Last Name HUNTER	Title ASST. COMMISSIONER
3. First Name JESSICA	M. I.	Last Name ESCOBAR	Title ASST. GENERAL COUNSEL
4. First Name JORDAN	M. I.	Last Name GREGORY	Title POLICY SPECIALIST
Date Arriving in D.C. (mm/dd/yy) 02/24/2019		Date Departing D.C. (mm/dd/yy) 02/27/2019	
2 PERSON REPORTING TRAVEL AGENDA			
First Name REBECCA	M. I.	Last Name BUSTAMANTE	Title EXECUTIVE ASSISTANT/SCHEDULER
Department TEXAS DEPARTMENT OF AGRICULTURE		Phone 5124631408	Email REBECCA.BUSTAMANTE@TEXASAGRICULTURE.GOV
Address 1700 N. CONGRESS, SUITE 1125E		City AUSTIN	State TEXAS
			Zip 78701
3 PRIMARY COMMITTEES/OFFICES/AGENCIES/ORGANIZATIONS TO BE VISITED			
1. On Date(s) (mm/dd/yy) 02/24 - 02/28/19	Name of Person to Visit		Org./Dept. NATIONAL ASSOCIATION OF STATE DEPARTMENTS OF AGRICULTURE (NASDA) WINTER POLICY CONFERENCE
2. On Date(s)	Name of Person to Visit		Org./Dept.
3. On Date(s)	Name of Person to Visit		Org./Dept.
4 PURPOSE OF TRIP			
<input type="checkbox"/> Congressional Testimony*	<input type="checkbox"/> Agency Visit (Grant Follow-up)	<input checked="" type="checkbox"/> Public Interest Group or Professional Association Meeting, Conference, Convention, or Visit	
<input type="checkbox"/> Congressional Visit*	<input type="checkbox"/> OSFR Visit	<input type="checkbox"/> Other (Please Specify)	
<input type="checkbox"/> Agency Visit (General)			
5 OSFR STATEMENT			
*If the purpose of the trip is a Congressional or General Agency Visit, please provide the Office of the State-Federal Relations (OSFR) with an advance Courtesy Copy of the travel itinerary. If the purpose is to provide testimony to a Congressional Committee or Agency Rule-Making Authority, please provide OSFR with an advance Courtesy Copy of the testimony. Governmental Affairs is responsible for forwarding all required information to the OSFR.			

SECTION A

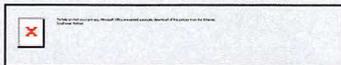
Please complete this form and email to OSFR@gov.texas.gov

Rebecca Bustamante

From: Southwest Airlines <southwestairlines@ifly.southwest.com>
Sent: Saturday, February 23, 2019 5:35 PM
To: Rebecca Bustamante
Subject: Sidney Carroll Miller's 02/24 Wash. D.C. (Reagan) trip (JM3R6H): Your change is confirmed.

WARNING: This email originated from outside of the Texas Department of Agriculture email system. DO NOT click links or open attachments unless you expect them from the sender and know the content is safe.

Here's your updated itinerary and trip receipt.
[View our mobile site](#) | [View in browser](#)



[Manage Flight](#) | [Flight Status](#) | [My Account](#)

Hi Sidney Carroll,
We've confirmed the change to your trip. Below you'll find your updated itinerary, important travel information, and trip receipt. See you onboard soon!

FEBRUARY 24 - FEBRUARY 28

AUS **DCA**

Austin to Wash. D.C. (Reagan)

Confirmation # **JM3R6H**

Confirmation date: 02/23/2019

PASSENGER Sidney Carroll Miller
RAPID REWARDS #
TICKET # 5262443448248
EXPIRATION¹ January 4, 2020
EST. POINTS EARNED 3,761

Rapid Rewards® points are only estimations.

Your itinerary

Flight 1: Sunday, 02/24/2019 Est. Travel Time: 5h 15m [Wanna Get Away®](#)

FLIGHT DEPARTS ARRIVES

AUS 07:55AM

Austin

MCO 11:20AM

Orlando

Stop:  Change planes

FLIGHT # 2903

DEPARTS
MCO 12:00PM
Orlando

ARRIVES
 **DCA 02:10PM**
Wash. D.C. (Reagan)

Flight 2: Thursday, 02/28/2019 Est. Travel Time: **3h 50m** [Wanna Get Away®](#)

FLIGHT # 0196

DEPARTS
DCA 04:55PM
Wash. D.C. (Reagan)

ARRIVES
 **AUS 07:45PM**
Austin

Payment information

Total cost

Air - JM3R6H

Base Fare	\$	626.68
U.S. Transportation Tax	\$	47.00
U.S. 9/11 Security Fee	\$	11.20
U.S. Passenger Facility Chg	\$	13.50
U.S. Flight Segment Tax	\$	12.60
Total	\$	710.98

Payment

Credit from ticket: #5262442653334 to #5262443448248
Date: January 4, 2019

Fare Rules: If you decide to make a change to your current itinerary it may result in a fare increase. In the case you're left with travel funds from this confirmation number, you're in luck! We're happy to let you use them towards a future flight for the individual named on the ticket, as long as the new travel is completed by the expiration date.

Your ticket number: 5262443448248

Prepare for takeoff



24 hours before your departure:

Check-in on Southwest.com® or using the Southwest Mobile App. Use your mobile device and receive a mobile boarding pass.



30 minutes before your departure:

Arrive at the gate prepared to board.



10 minutes before your departure:

This is the last opportunity to board your flight if you are present in the gate area and have met all check-in requirements.

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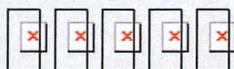
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TRAVEL VOUCHER / FORM

1. Archive reference number	2. Agency number 551	3. Agency name Texas Department of Agriculture				4. Current document number	
5. Effective date (Agency use)		6. Doc date (First date of travel) 03/13/19	7. Doc agency 551	8. FY 19	9. Document amount \$ 447.00		19002256
10. Pay to: SID MILLER				11. Title COMMISSIONER			
				12 Designated headquarters AUSTIN			
13. Texas Identification number 70000047442PR1			14. AGENCY USE 				

15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
		225	10210	29041	19	7106	200-
	INVOICE NUMBER	PMT DUE DATE	AGENCY USE				
	AGENCY USE						

15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
		225	10210	29041	19	7105	51.22
	INVOICE NUMBER	PMT DUE DATE	AGENCY USE				
	AGENCY USE						

15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
		225	10210	9229041	19	7102	187.92
	INVOICE NUMBER	PMT DUE DATE	AGENCY USE				
	AGENCY USE						

DIRECT DEPOSIT

16. Service date (Last date of travel) 3/14/19	17. Description (Agency use only) Traveled to Houston - Houston Livestock Show and Rodeo / GO TEXAN MEMBERS
---	--

18. DISTRIBUTION		AMOUNT
Expense itemization for in-state travel:		
Fares, Public transportation	Taxi	
Air fare	Rental car	
Personal car mileage - This amount comes from the totals in Y for In-State Mileage Total	324 Miles @ (Rate set by Legislature)	.58 \$ 187.92
Meals and / or lodging - This amount comes from the totals in J+K (or L, if applicable) fields		\$ 200.00
Hotel Occupancy Tax		\$ 22.27
Parking	Description:	\$ 34.00
Incidental expenses (Itemize) Parking Tax		\$ 2.81
Expense itemization for out-of-state travel:		
Fares, Public transportation	Taxi	
Air fare	Rental car	
Personal car mileage - This amount comes from the totals in Y for Out-of-State Mileage Total	Miles @ (Rate set by Legislature)	.58 \$ 0.00
Meals and / or lodging - This amount comes from the totals in V+W (or X, if applicable) fields		
Parking	Description:	
Incidental expenses (Itemize)		
TOTAL		\$ 447.00

19. I certify that the expense account shown above is true, correct, and unpaid.

Claimant sign here	Date 3/15/19	Supervisor sign here	Date 3-20-19
20. Contact name Debra Ramirez		Phone (Area code and number)	21. Agency use
22. Agency Approval sign here	Title	Date	

1. Doc agency 551	2. Current document number
----------------------	----------------------------

TRAVEL VOUCHER / FORM CONTINUATION

15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
		225	18998	29041	19	7135	7.86
	INVOICE NUMBER	PMT DUE DATE	AGENCY USE				
	AGENCY USE						

15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
	INVOICE NUMBER	PMT DUE DATE	AGENCY USE				
	AGENCY USE						

15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
	INVOICE NUMBER	PMT DUE DATE	AGENCY USE				
	AGENCY USE						

15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
	INVOICE NUMBER	PMT DUE DATE	AGENCY USE				
	AGENCY USE						

15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
	INVOICE NUMBER	PMT DUE DATE	AGENCY USE				
	AGENCY USE						

15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
	INVOICE NUMBER	PMT DUE DATE	AGENCY USE				
	AGENCY USE						

15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
	INVOICE NUMBER	PMT DUE DATE	AGENCY USE				
	AGENCY USE						

15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
	INVOICE NUMBER	PMT DUE DATE	AGENCY USE				
	AGENCY USE						

IN-STATE MEALS AND LODGING												ACTUAL EXPENSE			
A. Leave Headquarters				B. Arrive Headquarters				C. Meals non-overnight not to exceed \$36	D. Meals not to exceed Maximum Rate	E. Lodging not to exceed Maximum Rate	F. TOTAL	G. Meals	H. Lodging	I. TOTAL	
Date	Hour	Min.	m.	Date	Hour	Min.	m.								
03/13/19	8	00	a						\$ 42.00	\$ 131.00	\$ 173.00				
				03/14/19	10	00	P		\$ 27.00		\$ 27.00				
TOTAL MEALS NON OVERNIGHT								J.	TOTAL MEALS & LODGING			K. \$ 200.00	TOTAL ACTUAL EXPENSE		L.

OUT-OF-STATE MEALS AND LODGING												ACTUAL EXPENSE			
M. Leave Headquarters				N. Arrive Headquarters				O. Meals non-overnight not to exceed \$36	P. Meals not to exceed Maximum Rate	Q. Lodging not to exceed Maximum Rate	R. TOTAL	S. Meals	T. Lodging	U. TOTAL	
Date	Hour	Min.	m.	Date	Hour	Min.	m.								
TOTAL MEALS NON OVERNIGHT								V.	TOTAL MEALS & LODGING			W.	TOTAL ACTUAL EXPENSE		X.

DATE	Y. INFORMATION REQUIRED BY TEXTRAVEL AND OTHER PERTINENT INFORMATION	TYPE (I or O)	MILEAGE POINT TO POINT*
03/13/19	Traveled via personally owned vehicle from Austin, Tx to Houston, Tx to attend a meeting with GO TEXAN MEMBERS at the Houston Livestock Show and Rodeo. Secured lodging and remained overnight.	I	162.00
03/14/19	Attended meeting at the Houston Livestock Show and Rodeo with GO TEXAN MEMBERS. Checked out of hotel and returned to Austin Headquarters office. END OF TRIP.	I	162.00

* Show point-to-point breakdown, including intra-city mileage claims

IN-STATE MILEAGE TOTAL **I**

324

OUT-OF-STATE MILEAGE TOTAL **O**

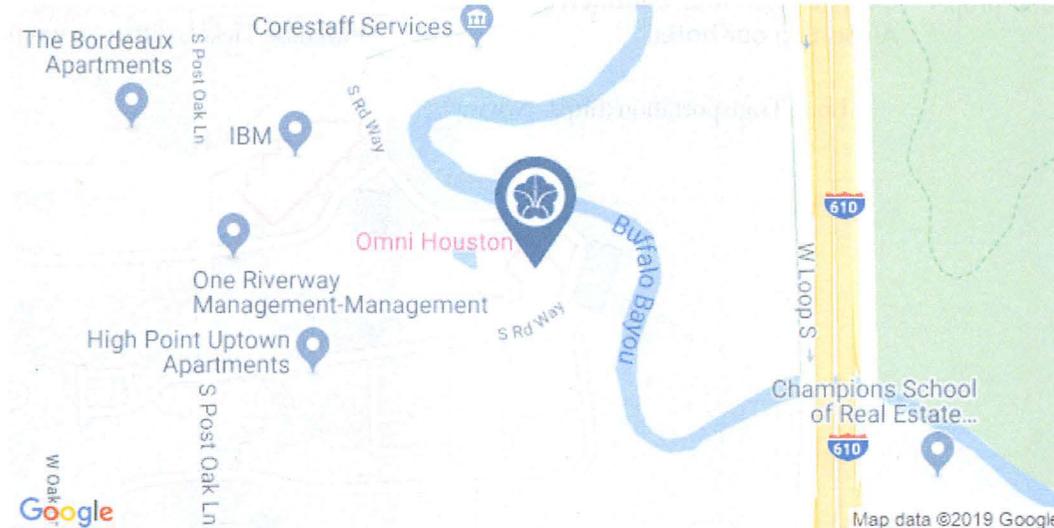
OMNI HOUSTON HOTEL

FOUR RIVERWAY
HOUSTON, TEXAS 77056

PHONE: (713) 871-8181 (TEL:(713)
871-8181)

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DIRECTIONS & PARKING



([https://www.google.com/maps/place/Four Riverway, 77056](https://www.google.com/maps/place/Four+Riverway,+77056))

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PARKING

- Valet parking per car (\$34.00 + tax overnight, \$19.00 + tax event/daily)
- Self-parking is available in our new covered parking garage:
 - 0 - 4 hours: \$10.00 + tax
 - 4 - 8 hours: \$14.00 + tax
 - 8 - 24 hours (and overnight): \$24.00 + tax
 - Oversized trucks: \$50.00 + tax
 - Buses: \$100 + tax
 - Space is limited

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[GIFT CARDS \(/SHOP/GIFT-CARDS\)](#)

[SHOP \(/SHOP\)](#)

[PRIVACY \(/PRIVACY-POLICY\)](#) [TERMS \(/TERMS-OF-USE\)](#) [SITE MAP \(/SITE-MAP\)](#) [ACCESSIBILITY \(/ACCESSIBILITY\)](#)

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OMNI HOTELS & RESORTS

galleria | houston

Sid Miller
Stephenville TX 76401
United States

Room No. : 0614
Arrival : 03/13/19
Departure : 03/14/19
Folio No. : 16235
Conf. No. : 2601878
Cashier No. : 2808
Custom Ref. :
Page No. : 1 of 1

INFORMATION
INVOICE
Membership No :
A/R Number :
Company Name :

Date	Description	Charges	Payment
3/13/19	Room Charge	131.00	
3/13/19	6% State Occupancy Tax	7.86	
3/13/19	7% City Occupancy Tax	9.17	
3/13/19	4% County Occupancy Tax	5.24	
3/14/19	Valet Overnight	34.00	
3/14/19	Parking Tax	2.81	
3/14/19	Discover Card		190.08
	Total	190.08	190.08
	Balance		0.00

Thank you for staying at Omni Hotels & Resorts



COMMISSIONER SID MILLER

Texas Department of Agriculture
Travel Request for In-State

ATR-400

SECTION A	¹ EMPLOYEE INFORMATION				
	First Name SID	M. I.	Last Name MILLER	Title COMMISSIONER	Texas identification number 70000047442
	² PURPOSE OF TRAVEL				
	<input type="checkbox"/> Conference <input type="checkbox"/> Training <input checked="" type="checkbox"/> Agency Outreach <input type="checkbox"/> Other (please list)				
	³ TRAVEL DATES AND TIME				
	Departure Date (mm/dd/yy) 03/13/2019	Departure Time 08:00 <input checked="" type="checkbox"/> a.m. <input type="checkbox"/> p.m.	Return Date (mm/dd/yy) 03/14/2019	Return Time 10:00 <input type="checkbox"/> a.m. <input checked="" type="checkbox"/> p.m.	AY of travel dates 19
	⁴ TRAVEL LOCALE				
	<input type="checkbox"/> In-State (not to exceed GSA per diem rate) <input type="checkbox"/> In-State (actual expenses not to exceed GSA per diem rate)				
	⁵ DESCRIBE SPECIFIC PURPOSE OF TRAVEL				
	<u>Traveling via personally owned vehicle to Houston, Texas to meet with GO TEXAN members during the Houston Livestock Show and Rodeo.</u>			Meals & Lodging \$222.50 Transportation \$20.00 Mileage \$176.58 Total Request \$419.08	Index 10210 PCA 29041

Traveler's Name SID MILLER	Return Date 03/14/2019	Amount \$419.08
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¹ TRAVEL EXPENSE ITEMIZATIONS															
LOCATIONS IN-STATE		PER DIEM (7106)			TRANSPORTATION										
SECTION B	Departure City	Destination City	Estimated Meal Expense Days X GSA Rate* or Actual	Estimated Lodging Expense Days X GSA Rate* or Actual	Direct Billed Hotel	State Vehicle	Estimated Mileage Expense (7102) (Miles X 0.545 = Cost)		Commercial Airline (7101)		Aircraft Pooling Board (7445)		Rental Vehicle (7101)		Parking, Tolls, (7105) or Taxi (7101)
							Miles	Cost		BTA		BTA		BTA	
	AUSTIN	HOUSTON	\$ 45.75	\$ 131.00	<input type="checkbox"/>	<input type="checkbox"/>	162.00	\$88.29		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	20.00
	HOUSTON	AUSTIN	\$ 45.75	\$	<input type="checkbox"/>	<input type="checkbox"/>	162.00	\$88.29		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
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			\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
			\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
			\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
			\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
			\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
			\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
			\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
			\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
			\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
			\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
			\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
			\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
			\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
			\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
			\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
			\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
			\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
			\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
			\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
			\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
			\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
			\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
			\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
			\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
			\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
			\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
			\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
			\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
			\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
			\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
			\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00							

Traveler's Name SID MILLER	Return Date 03/14/2019	Amount \$419.08
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SECTION D	¹ APPROVALS		
	Requesting Employee <i>[Signature]</i>		Date (mm/dd/yy) <i>3/14/19</i>
	AC/RD	<input type="checkbox"/> Approved <input type="checkbox"/> Not approved <input type="checkbox"/> Revise	
	Travel Accountant	<input type="checkbox"/> Filed	
	¹ SIGNATURE OF SUPERVISOR		
Supervisor Signature <i>[Signature]</i>	Supervisor Printed Name <i>TIM WEINSCHMIDT</i>	<input checked="" type="checkbox"/> Approved <input type="checkbox"/> Disapproved <input type="checkbox"/> Revise	Date (mm/dd/yyyy) <i>3-20-19</i>
Reason(s) for disapproval			
Assistant Commissioner/Regional Director		<input type="checkbox"/> Concur <input type="checkbox"/> Do not concur	Date (mm/dd/yyyy)

¹ CHECKLIST TO BE COMPLETED BY REQUESTING EMPLOYEE
Please use this checklist to ensure you are sending all of the necessary information and documents.
<input type="checkbox"/> ATR-400 Travel Request for In-State form <input type="checkbox"/> ATR-403 Travel Advance Request form (if applicable)



FY 2019 Per Diem Rates for Texas

I'm Interested in:

Lodging Rates

Meals & Incidentals (M&IE) Rates

Lodging by month (excluding taxes) | October 2018 - September 2019

Cities not appearing below may be located within a county for which rates are listed. To determine what county a city is located in, visit the National Association of Counties (NACO) website (a non-federal website).

[CSV](#)

[Print](#)

Primary Destination ⁱ	County ⁱ	2018 Oct	Nov	Dec	2019 Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
Houston (L.B. Johnson Space Center)	Montgomery / Fort Bend / Harris	\$131	\$131	\$131	\$131	\$131	\$131	\$131	\$131	\$120	\$120	\$120	\$120

Meals & Incidentals (M&IE) Breakdown ⁱ

Use this table to find the following information for federal employee travel:

M&IE Total - the full daily amount received for a single calendar day of travel when that day is neither the first nor last day of travel.

Breakfast, lunch, dinner, incidentals - Separate amounts for meals and incidentals. M&IE Total = Breakfast + Lunch + Dinner + Incidentals. Sometimes meal amounts must be deducted from trip voucher. See More Information

First & last day of travel - amount received on the first and last day of travel and equals 75% of total M&IE.

[CSV](#)

[Print](#)

Primary Destination ⓘ	County ⓘ	M&IE Total	Continental Breakfast/Breakfast	Lunch	Dinner	Incidental Expenses	First & Last Day of Travel ⓘ
Houston (L.B. Johnson Space Center)	Montgomery / Fort Bend / Harris	\$61	\$14	\$16	\$26 (42)	\$5	\$45.75
Standard Rate	Applies for all locations without specified rates	\$55	\$13	\$14	\$23	\$5	\$41.25

(27)

I'm Interested in:

TRAVEL VOUCHER / FORM

1. Archive reference number	2. Agency number 551	3. Agency name Texas Department of Agriculture					4. Current document number 19002271
5. Effective date (Agency use)		6. Doc date (First date of travel) 03/19/19	7. Doc agency 551	8. FY 19	9. Document amount \$ 217.50		

10. Pay to: SID MILLER	11. Title COMMISSIONER
12 Designated headquarters AUSTIN	

13. Texas Identification number 70000047442PR1 ✓	14. AGENCY USE <i>[Signature]</i>
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15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
		225	10210	29041	19	7102	217.50
INVOICE NUMBER		PMT DUE DATE		AGENCY USE			
AGENCY USE							

15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
AGENCY USE							

15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
AGENCY USE							

DIRECT DEPOSIT

16. Service date (Last date of travel) 3/20/19	17. Description (Agency use only) Traveled from Stephenville Tx to Dallas and Fort Worth office visits with TDA staff.
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18. DISTRIBUTION	AMOUNT
Expense itemization for in-state travel:	
Fares, Public transportation Taxi	
Air fare	
Rental car	
Personal car mileage-This amount comes from the totals in Y for In-State Mileage Total	375 ✓ Miles @ (Rate set by Legislature) .58 ✓ \$ 217.50
Meals and / or lodging-This amount comes from the totals in J+K (or L, if applicable) fields	
Hotel Occupancy Tax	
Parking Description:	
Incidental expenses (Itemize)	
Expense itemization for out-of-state travel:	
Fares, Public transportation Taxi	
Air fare	
Rental car	
Personal car mileage-This amount comes from the totals in Y for Out-of-State Mileage Total	Miles @ (Rate set by Legislature) .58 \$ 0.00
Meals and / or lodging-This amount comes from the totals in V+W (or X, if applicable) fields	
Parking Description:	
Incidental expenses (Itemize)	
TOTAL	\$ 217.50

19. I certify that the expense account shown above is true, correct, and unpaid.			
sign here Claimant <i>[Signature]</i>	Date 4/17/19	sign here Supervisor <i>[Signature]</i>	Date 4-22-19
20. Contact name Debra Ramirez		Phone (Area code and number)	21. Agency use
22. Agency Approval AMERICAN OVERSIGHT		Title	Date TX-TDA-21-0913-A-000311

IN-STATE MEALS AND LODGING											ACTUAL EXPENSE			
A. Leave Headquarters				B. Arrive Headquarters				C. Meals non-overnight not to exceed \$36	D. Meals not to exceed Maximum Rate	E. Lodging not to exceed Maximum Rate	F. TOTAL	G. Meals	H. Lodging	I. TOTAL
Date	Hour	Min.	m.	Date	Hour	Min.	m.							
03/19/19	8	00	A											
				03/19/19	5	00	P							
03/20/19	8	00	A											
				03/20/19	5	00	P							
TOTAL MEALS NON OVERNIGHT							J.	TOTAL MEALS & LODGING			K.	TOTAL ACTUAL EXPENSE		L.

OUT-OF-STATE MEALS AND LODGING											ACTUAL EXPENSE			
M. Leave Headquarters				N. Arrive Headquarters				O. Meals non-overnight not to exceed \$36	P. Meals not to exceed Maximum Rate	Q. Lodging not to exceed Maximum Rate	R. TOTAL	S. Meals	T. Lodging	U. TOTAL
Date	Hour	Min.	m.	Date	Hour	Min.	m.							
TOTAL MEALS NON OVERNIGHT							V.	TOTAL MEALS & LODGING			W.	TOTAL ACTUAL EXPENSE		X.

DATE	Y. INFORMATION REQUIRED BY TEXTRAVEL AND OTHER PERTINENT INFORMATION	TYPE (I or O)	MILEAGE POINT TO POINT*
03/19/19	Traveled via personal vehicle from Stephenville, Texas to Dallas, Texas to meet with Region 2 - Dallas TDA Office staff. DAY TRIP - NO LODGING AND NO MEALS.	I	110.00
03/19/19	Returned via personal vehicle from Dallas, Texas after meeting with Region 2 - Dallas TDA office staff to Stephenville, Texas. Day trip - NO MEALS OR LODGING - END OF TRIP.	I	109.00
03/20/19	Traveled via personal vehicle from Stephenville, Texas to Fort Worth, Texas to meet with Food and Nutrition staff at the Fort Worth Office. DAY TRIP - NO LODGING AND NO MEALS.	I	78.00
03/20/19	Returned via personal vehicle from Fort Worth, Texas to Stephenville, Texas after meeting with TDA Food and Nutrition staff at the Fort Worth Office. DAY TRIP - NO MEALS OR LODGING - END OF TRIP.	I	78.00

* Show point-to-point breakdown, including intra-city mileage claims

IN-STATE MILEAGE TOTAL	I	375	OUT-OF-STATE MILEAGE TOTAL	O	0
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TX-TDA-21-0913-A-000312

Use additional form or a "CONTINUATION SHEET," if additional space is needed.



COMMISSIONER SID MILLER

Texas Department of Agriculture
Travel Request for In-State

ATR-400

SECTION A	¹ EMPLOYEE INFORMATION					
	First Name SID		M. I.	Last Name MILLER	Title COMMISSIONER	Texas identification number 70000047442
	² PURPOSE OF TRAVEL					
	<input type="checkbox"/> Conference <input type="checkbox"/> Training <input checked="" type="checkbox"/> Agency Outreach <input type="checkbox"/> Other (please list)					
	³ TRAVEL DATES AND TIME					
	Departure Date (mm/dd/yy) 03/19/2019		Departure Time 08:00 <input checked="" type="checkbox"/> a.m. <input type="checkbox"/> p.m.	Return Date (mm/dd/yy) 03/20/2019	Return Time 05:00 <input type="checkbox"/> a.m. <input checked="" type="checkbox"/> p.m.	AY of travel dates 19
	⁴ TRAVEL LOCALE					
	<input type="checkbox"/> In-State (not to exceed GSA per diem rate) <input type="checkbox"/> In-State (actual expenses not to exceed GSA per diem rate)					
	⁵ DESCRIBE SPECIFIC PURPOSE OF TRAVEL					
	<u>Traveling via personally owned vehicle to Dallas, Tx and Fort Worth, Tx to meet with TDA Field Staff. No meals and lodging - Day trips.</u>			Meals & Lodging \$0.00 Transportation \$0.00 Mileage \$204.92 Total Request \$204.92	Index 10210 PCA 29041	

Traveler's Name **SID MILLER** Return Date **03/20/2019** Amount **\$204.92**

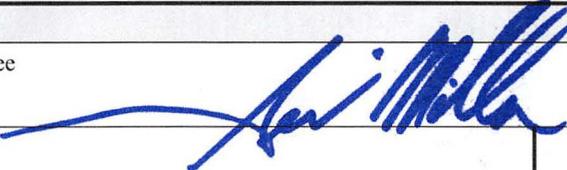
1 TRAVEL EXPENSE ITEMIZATIONS														
LOCATIONS IN-STATE		PER DIEM (7106)			TRANSPORTATION									
Departure City	Destination City	Estimated Meal Expense Days X GSA Rate* or Actual	Estimated Lodging Expense Days X GSA Rate* or Actual	Direct Billed Hotel	State Vehicle	Estimated Mileage Expense (7102) (Miles X 0.545=Cost)		Commercial Airline (7101)		Aircraft Pooling Board (7445)		Rental Vehicle (7101)		Parking, Tolls, (7105) or Taxi (7101)
						Miles	Cost		BTA		BTA		BTA	
STEPHENVILLE, TX	DALLAS	\$	\$	<input type="checkbox"/>	<input type="checkbox"/>	78.00	\$42.51		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
DALLAS	STEPHENVILLE	\$	\$	<input type="checkbox"/>	<input type="checkbox"/>	78.00	\$42.51		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
STEPHENVILLE TX	FORT WORTH	\$	\$	<input type="checkbox"/>	<input type="checkbox"/>	110.00	\$59.95		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
FORT WORTH	STEPHENVILLE	\$	\$	<input type="checkbox"/>	<input type="checkbox"/>	110.00	\$59.95		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
Total		\$0.00	\$0.00	<input type="checkbox"/>	<input type="checkbox"/>	376.00	\$204.92	\$0.00	<input type="checkbox"/>	\$0.00	<input type="checkbox"/>	\$0.00	<input type="checkbox"/>	\$0.00

1 TRAVEL ADVANCE REQUEST, IF NEEDED	
SECTION C	Is travel advance needed? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, complete ATR-403 Travel Advance Request form using Totals from above.
	Total for Meals \$0.00 Total for Lodging \$0.00 Total Parking, Tolls, or Taxi \$0.00
	TOTAL EXPENSES: \$ 0.00 80%= Maximum Advance Amount \$ 0.00

*Attach a hard copy of the GSA per Diem rate to this request, found at http://www.gsa.gov/Portal/gsa/ep/contentView.do?contentId=17943&contentType=GSA_BASIC.



Traveler's Name SID MILLER	Return Date 03/20/2019	Amount \$204.92
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SECTION D	¹ APPROVALS		
	Requesting Employee		Date (mm/dd/yy)
			02/08/2019 3/19/19 RB
	AC/RD	<input type="checkbox"/> Approved <input type="checkbox"/> Not approved <input type="checkbox"/> Revise	
	Travel Accountant	<input type="checkbox"/> Filed	
	¹ SIGNATURE OF SUPERVISOR		
Supervisor Signature	Supervisor Printed Name	Date (mm/dd/yyyy)	
	Tim LEINSCHEMIST	4-22-19	
Reason(s) for disapproval			
Assistant Commissioner/Regional Director		Date (mm/dd/yyyy)	
		<input type="checkbox"/> Concur <input type="checkbox"/> Do not concur	

¹ CHECKLIST TO BE COMPLETED BY REQUESTING EMPLOYEE
Please use this checklist to ensure you are sending all of the necessary information and documents.
<input type="checkbox"/> ATR-400 Travel Request for In-State form <input type="checkbox"/> ATR-403 Travel Advance Request form (if applicable)

TRAVEL VOUCHER / FORM

1. Archive reference number	2. Agency number 551	3. Agency name Texas Department of Agriculture					4. Current document number 19002272
	5. Effective date (Agency use)	6. Doc date (First date of travel) 04/16/19	7. Doc agency 551	8. FY 19	9. Document amount \$ 126.44		
10. Pay to: SID MILLER						11. Title COMMISSIONER	
						12 Designated headquarters AUSTIN	
13. Texas Identification number 70000047442PR1 ✓		14. AGENCY USE PAID MAY 06 2019 PAID BY:					

15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
		285	10210	29041	19	7102	126.44
INVOICE NUMBER		PMT DUE DATE		AGENCY USE			
AGENCY USE							

15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
INVOICE NUMBER		PMT DUE DATE		AGENCY USE			
AGENCY USE							

15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
INVOICE NUMBER		PMT DUE DATE		AGENCY USE			
AGENCY USE							

DIRECT DEPOSIT

16. Service date (Last date of travel) 4/16/19	17. Description (Agency use only) Traveled from Stephenville Tx to Dallas Love Field en route to Lubbock, Tx Ag Appreciation
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18. DISTRIBUTION	AMOUNT
Expense itemization for in-state travel:	
Fares, Public transportation Taxi	Air fare
Personal car mileage-This amount comes from the totals in Y for In-State Mileage Total	218 Miles @ (Rate set by Legislature) .58 \$ 126.44
Meals and / or lodging-This amount comes from the totals in J+K (or L, if applicable) fields	
Hotel Occupancy Tax	
Parking Description:	
Incidental expenses (Itemize)	
Expense itemization for out-of-state travel:	
Fares, Public transportation Taxi	Air fare
Personal car mileage-This amount comes from the totals in Y for Out-of-State Mileage Total	Miles @ (Rate set by Legislature) .58 \$ 0.00
Meals and / or lodging-This amount comes from the totals in V+W (or X, if applicable) fields	
Parking Description:	
Incidental expenses (Itemize)	
TOTAL	\$ 126.44

19. I certify that the expense account shown above is true, correct, and unpaid.			
sign here Claimant Date 4/17/19	sign here Supervisor Date 4-22-19		
20. Contact name Debra Ramirez		Phone (Area code and number)	21. Agency use
22. Agency Approval sign here		Title	Date





COMMISSIONER SID MILLER

Texas Department of Agriculture
Travel Request for In-State

ATR-400

Form with sections: 1 EMPLOYEE INFORMATION, 2 PURPOSE OF TRAVEL, 3 TRAVEL DATES AND TIME, 4 TRAVEL LOCALE, 5 DESCRIBE SPECIFIC PURPOSE OF TRAVEL. Includes fields for name, title, dates, times, and a cost breakdown table.

Scanned and emailed to Joyce + TDA Travel - RB 4/17/19

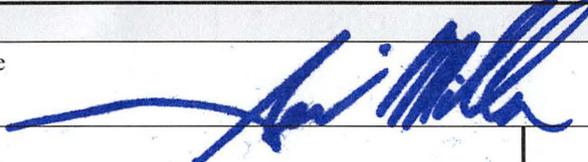
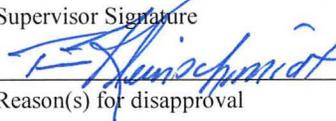
Traveler's Name **SID MILLER** Return Date **04/16/2019** Amount **\$122.08**

1 TRAVEL EXPENSE ITEMIZATIONS														
LOCATIONS IN-STATE		PER DIEM (7106)			TRANSPORTATION									
Departure City	Destination City	Estimated Meal Expense Days X GSA Rate* or Actual	Estimated Lodging Expense Days X GSA Rate* or Actual	Direct Billed Hotel	State Vehicle	Estimated Mileage Expense (7102) (Miles X 0.545=Cost)		Commercial Airline (7101)		Aircraft Pooling Board (7445)		Rental Vehicle (7101)		Parking, Tolls, (7105) or Taxi (7101)
						Miles	Cost		BTA		BTA		BTA	
STEPHENVILLE	DALLAS	\$	\$	<input type="checkbox"/>	<input type="checkbox"/>	112.00	\$61.04		<input checked="" type="checkbox"/>		<input type="checkbox"/>		<input checked="" type="checkbox"/>	
DALLAS	LUBBOCK	\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
LUBBOCK	DALLAS	\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
DALLAS	STEPHENVILLE	\$	\$	<input type="checkbox"/>	<input type="checkbox"/>	112.00	\$61.04		<input checked="" type="checkbox"/>		<input type="checkbox"/>		<input checked="" type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
Total		\$0.00	\$0.00	<input type="checkbox"/>	<input type="checkbox"/>	224.00	\$122.08	\$0.00	<input type="checkbox"/>	\$0.00	<input type="checkbox"/>	\$0.00	<input type="checkbox"/>	\$0.00

1 TRAVEL ADVANCE REQUEST, IF NEEDED	
SECTION C	Is travel advance needed? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, complete ATR-403 Travel Advance Request form using Totals from above.
	Total for Meals \$0.00 Total for Lodging \$0.00 Total Parking, Tolls, or Taxi \$0.00
	TOTAL EXPENSES: \$ 0.00 80%= Maximum Advance Amount \$ 0.00

*Attach a hard copy of the GSA per Diem rate to this request, found at http://www.gsa.gov/Portal/gsa/ep/contentView.do?contentId=17943&contentType=GSA_BASIC.

Traveler's Name SID MILLER	Return Date 04/16/2019	Amount \$122.08
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SECTION D	¹ APPROVALS		
	Requesting Employee		Date (mm/dd/yy)
			4/11/19
	AC/RD	<input type="checkbox"/> Approved <input type="checkbox"/> Not approved <input type="checkbox"/> Revise	
	Travel Accountant	<input type="checkbox"/> Filed	
	¹ SIGNATURE OF SUPERVISOR		
Supervisor Signature	Supervisor Printed Name	Date (mm/dd/yyyy)	
	Tim Kleinschmidt	4-15-19	
Reason(s) for disapproval			
Assistant Commissioner/Regional Director		Date (mm/dd/yyyy)	
		<input type="checkbox"/> Concur <input type="checkbox"/> Do not concur	

¹ CHECKLIST TO BE COMPLETED BY REQUESTING EMPLOYEE	
Please use this checklist to ensure you are sending all of the necessary information and documents.	
<input type="checkbox"/> ATR-400 Travel Request for In-State form <input type="checkbox"/> ATR-403 Travel Advance Request form (if applicable)	



Rental Agreement # 843604393

Invoice # 90114018426

Renter Information

Renter Name

SIDNEY MILLER

Renter Address

STEPHENVILLE, TX 76401
USA

Contract

TEX DEPT. OF AGRICUL DIR BILL

Rental Credits

1 credit has been awarded for this rental

Vehicle Information

4X4 DOUBLE CAB 6.6 FT. BOX 143.5 IN

License #: [REDACTED]

State/Province: TX

Unit #: 7QLXCW

Vehicle #: JZ312116

Vehicle Class Driven

Pickup 4-Door/Automatic/Air

Vehicle Class Charged

Pickup 4-Door/Automatic/Air

Odometer Mileage/Kilometers

Starting: 20,550 Ending: 20,722

Total: 172

Thank you for renting with
Enterprise Rent-A-Car

We appreciate your business!

This email was automatically generated
from an unattended mailbox, so please do
not reply to this e-mail.

If you have any questions about your
rental, please view our Frequently Asked
Questions or send us a secured message
by visiting our [Support Center](#)

Trip Information

Pickup

Tuesday, April 16, 2019 9:54 AM
LUBBOCK INTL ARPT (LBB) ✈
5401 N MLK BLVD BOX 382
LUBBOCK, TX 79403-9732
USA

Return

Tuesday, April 16, 2019 6:52 PM
LUBBOCK INTL ARPT (LBB) ✈
5401 N MLK BLVD BOX 382
LUBBOCK, TX 79403-9732
USA

Rental Charges

Rental Rate	Time & Distance 1 Day at \$60.00 / Day	\$60.00
Coverages	Collision Damage Waiver Full	Included
Add-Ons	Fuel Service Option (\$67.57 / Rental)	\$67.57
Mileage	Unlimited Mileage	Included
Taxes and Fees	Concession Fee Recovery 11.11 Pct (11.11%)	\$14.17
	Customer Facility Charge 4.50/day (\$4.50 / Day)	\$4.50
Total		\$146.24
	(Subject to audit)	
	Amount charged to BUSINESS ACCOUNT-APPLICANT	(\$146.24)
Amount Due		\$0.00

*Direct
Billed to TDA*

General Remarks

PLEASE VERIFY THE DATES, TIME AND LEGAL NAME
OF THE TRAVEL THAT HAS BEEN PREPARED FOR
YOU. IF THERE ARE ANY MISTAKES PLEASE
ADVISE WITHIN 24 HOURS. NATIONAL TRAVEL WILL
NOT BE HELD RESPONSIBLE FOR ANY CHANGE FEES
OR ADDITIONAL CHARGES TO CORRECT ANY MISTAKES,
THAT ARE NOT REPORTED WITHIN 24 HOURS OF TICKET
BEING ISSUED
FARES ARE SUBJECT TO CHANGE UNTIL TICKETED

ANY ERROR WITH THIS ITINERARY OR NAMES
MUST BE BROUGHT TO OUR ATTENTION BY THE
CLOSE OF BUSINESS, THE DAY TICKETS ARE
PURCHASED OR WE WILL NOT BE LIABLE FOR
MISTAKES

PLEASE RE-CONFIRM FLIGHTS 24 HOURS IN ADVANCE
AS SCHEDULE CHANGES MAY HAVE OCCURRED.

FOR EMERGENCY SERVICE BETWEEN 500PM AND 800AM
PLEASE CALL 800-542-0452

PLEASE BE ADVISED THAT MOST MAJOR AIRLINE CARRIERS
HAVE INSTITUTED FEES ON CHECKED LUGGAGE INCLUDING
FIRST AND SECOND BAGS. PLEASE CONTACT YOUR AGENT
IMMEDIATELY TO VERIFY THE CHECKED LUGGAGE FEES
THAT MAY APPLY TO THIS ITINERARY.
THANK YOU FOR CHOOSING NATIONAL TRAVEL SYSTEMS.
INVOICE BILLED TO CC [REDACTED]
NONREFUNDABLE FARE IS 317.97
PLUS A SERVICE FEE OF 11.79
EXCEPTION CODE B



National Travel Systems, LP
4314 S Loop 289
Ste 300
Lubbock, TX 79413

If email attachments are not compatible with your company calendar configuration, click on the links below to add to your calendar.

For a single calendar entry click [here](#)

Travel Itinerary

Agency Booking Confirmation Number: PJJRWP

Passenger Names

MILLER/SIDNEY CARROLL

Please verify that everything is correct on this itinerary. If there are any mistakes you must advise National Travel Systems within 24 hours. We will not be held responsible for any change fees or additional charges to correct any mistakes that are not reported within 24 hours of the ticket being issued.

All ticketed flights must be cancelled prior to departure. Failure to do so could result in the cancellation of the entire itinerary and loss of the ticket value.

Please reconfirm your flights 24 hours prior to departure

Southwest Airlines - Flight Number 0004		Confirmation: UBZZSG
Departure: Tue, 04/16/2019 8:35 AM Departure City: Dallas-Love Field, TX (DAL) Departing Terminal: TERMINAL 1 Status: Confirmed	Arrival: Tue, 04/16/2019 9:50 AM Arrival City: Lubbock, TX (LBB) Arrival Terminal: Class of Service: T - Economy	Equipment: 73W Travel Time: 1 hour(s) 15 minute(s) Add flight to Calendar Baggage Info Weather <input type="button" value="CHECK IN NOW"/>
Seat Assignments:		
Enterprise Car Rental		Confirmation: 1286033408COUNT-
Pick-up Date: Tue, 04/16/2019 9:50 AM Pick-up City: Lubbock, TX Car Type: Premium Truck Extra Day Rate: 60.00 USD Membership Number: [REDACTED] Status: Confirmed	Drop-off Date: Tue, 04/16/2019 8:10 PM Cost: 60.00 USD (Total) Extra Hour Rate: 20.00 USD	Approximate Total: 81.00 USD Mile Rate Amount: 0.00 USD Extra Hour and Mile Rate: 0.00 USD Add car to Calendar
Southwest Airlines - Flight Number 2099		Confirmation: UBZZSG
Departure: Tue, 04/16/2019 8:10 PM Departure City: Lubbock, TX (LBB) Departing Terminal: Status: Confirmed	Arrival: Tue, 04/16/2019 9:20 PM Arrival City: Dallas-Love Field, TX (DAL) Arrival Terminal: TERMINAL 1 Class of Service: T - Economy	Equipment: 73W Travel Time: 1 hour(s) 10 minute(s) Add flight to Calendar Baggage Info Weather <input type="button" value="CHECK IN NOW"/>
Seat Assignments:		
Invoice Detail		
Name: MILLER/SIDNEY CARROLL		
Southwest	Issue Date: 04/2/2019	
Airlines Ticket: 5262459062687		Amount: \$317.97
Invoice Number: 0431705		
Professional Fee: 8900764960608	Issue Date: 04/2/2019	Amount: \$3.00
		Total Fare: USD \$320.97
Your total has been charged to Mastercard ending In [REDACTED]		
Frequent Flyer Info		
Southwest Airlines [REDACTED]		

Professional Fee: 8900764960608 Issue Date: 04/2/2019

Amount: \$3.00

Total Fare:USD \$320.97

Your total has been charged to Mastercard ending in [REDACTED]

Frequent Flyer Info

Southwest Airlines 20432735234

General Remarks

PLEASE VERIFY THE DATES, TIME AND LEGAL NAME OF THE TRAVEL THAT HAS BEEN PREPARED FOR YOU. IF THERE ARE ANY MISTAKES PLEASE ADVISE WITHIN 24 HOURS. NATIONAL TRAVEL WILL NOT BE HELD RESPONSIBLE FOR ANY CHANGE FEES OR ADDITIONAL CHARGES TO CORRECT ANY MISTAKES, THAT ARE NOT REPORTED WITHIN 24 HOURS OF TICKET BEING ISSUED
FARES ARE SUBJECT TO CHANGE UNTIL TICKETED

ANY ERROR WITH THIS ITINERARY OR NAMES MUST BE BROUGHT TO OUR ATTENTION BY THE CLOSE OF BUSINESS, THE DAY TICKETS ARE PURCHASED OR WE WILL NOT BE LIABLE FOR MISTAKES

PLEASE RE-CONFIRM FLIGHTS 24 HOURS IN ADVANCE AS SCHEDULE CHANGES MAY HAVE OCCURRED.

FOR EMERGENCY SERVICE BETWEEN 500PM AND 800AM PLEASE CALL 800-542-0452

PLEASE BE ADVISED THAT MOST MAJOR AIRLINE CARRIERS HAVE INSTITUTED FEES ON CHECKED LUGGAGE INCLUDING FIRST AND SECOND BAGS. PLEASE CONTACT YOUR AGENT IMMEDIATELY TO VERIFY THE CHECKED LUGGAGE FEES THAT MAY APPLY TO THIS ITINERARY.

THANK YOU FOR CHOOSING NATIONAL TRAVEL SYSTEMS.

INVOICE BILLED TO CC [REDACTED]

NONREFUNDABLE FARE IS 317.97

PLUS A SERVICE FEE OF 11.79

EXCEPTION CODE B

Passenger Names

MILLER/SIDNEY CARROLL

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All ticketed flights must be cancelled prior to departure. Failure to do so could result in the cancellation of the entire itinerary and loss of the ticket value.

Please reconfirm your flights 24 hours prior to departure

Southwest Airlines - Flight Number 0004 Confirmation: UBZZSG

Departure: Tue, 04/16/2019 8:35 AM Departure City: Dallas-Love Field, TX (DAL) Departing Terminal: TERMINAL 1 Status: Confirmed	Arrival: Tue, 04/16/2019 9:50 AM Arrival City: Lubbock, TX (LBB) Arrival Terminal: Class of Service: T - Economy	Equipment: 73W Travel Time: 1 hour(s) 15 minute(s) Add flight to Calendar Baggage Info Weather CHECK IN NOW
--	---	--

Seat Assignments:

Enterprise Car Rental Confirmation: 1286033408COUNT-

Pick-up Date: Tue, 04/16/2019 9:50 AM Pick-up City: Lubbock, TX Car Type: Premium Truck Extra Day Rate: 60.00 USD Membership Number: ██████████ Status: Confirmed	Drop-off Date: Tue, 04/16/2019 8:10 PM Cost: 60.00 USD (Total) Extra Hour Rate: 20.00 USD	Approximate Total: 81.00 USD Mile Rate Amount: 0.00 USD Extra Hour and Mile Rate: 0.00 USD Add car to Calendar
---	--	--

Southwest Airlines - Flight Number 2099 Confirmation: UBZZSG

Departure: Tue, 04/16/2019 8:10 PM Departure City: Lubbock, TX (LBB) Departing Terminal: Status: Confirmed	Arrival: Tue, 04/16/2019 9:20 PM Arrival City: Dallas-Love Field, TX (DAL) Arrival Terminal: TERMINAL 1 Class of Service: T - Economy	Equipment: 73W Travel Time: 1 hour(s) 10 minute(s) Add flight to Calendar Baggage Info Weather CHECK IN NOW
---	--	--

Seat Assignments:

Invoice Detail

Name: MILLER/SIDNEY CARROLL Southwest Airlines Ticket: 5262459062687 Invoice Number: 0431705	Issue Date: 04/2/2019	Amount: \$317.97
---	------------------------------	-------------------------

Rebecca Bustamante

From: Joyce Felix
Sent: Monday, April 15, 2019 6:54 AM
To: Rebecca Bustamante
Subject: RE: PURCHASED MILLER/SIDNEY CARROLL 04-16-2019 LUBBOCK TX WN

Importance: High

Please send the ATR-400 for April 16 travel. Thanks, jf

Joyce Felix

Texas Department of Agriculture
Accounts Payable
Office: 512-463-7960
Fax 800-380-1675

**“TEXAS AGRICULTURE
Matters!”**

From: Rebecca Bustamante
Sent: Thursday, April 11, 2019 12:47 PM
To: Joyce Felix
Subject: FW: PURCHASED MILLER/SIDNEY CARROLL 04-16-2019 LUBBOCK TX WN

Commissioner's itinerary for April 16th!

Thanks,
Rebecca

From: bjenkins@nationalTravelsystems.com [mailto:bjenkins@nationaltravelsystems.com]
Sent: Tuesday, April 2, 2019 4:23 PM
To: Rebecca Bustamante
Subject: PURCHASED MILLER/SIDNEY CARROLL 04-16-2019 LUBBOCK TX WN

WARNING: This email originated from outside of the Texas Department of Agriculture email system. DO NOT click links or open attachments unless you expect them from the sender and know the content is safe.

Created 4/2/2019 4:23 PM CDT



National Travel Systems, LP
4314 S Loop 289
Ste 300
Lubbock, TX 79413

If email attachments are not compatible with your company calendar configuration, click on the links below to add to your calendar.

For a single calendar entry click [here](#)

Travel Itinerary

Agency Booking Confirmation Number: **PJJRWP**

Rebecca Bustamante

From: SID MILLER <repsidmiller@gmail.com>
Sent: Wednesday, April 17, 2019 9:08 AM
To: Rebecca Bustamante
Subject: Fwd: Enterprise Rental Agreement 843604393
Attachments: Enterprise Rental Agreement 843604393.pdf

WARNING: This email originated from outside of the Texas Department of Agriculture email system. DO NOT click links or open attachments unless you expect them from the sender and know the content is safe.

Travel. To love field from Stephenville and back

Sid Miller
Sid Miller Texas Agriculture Commissioner
www.facebook.com/MillerForTexas
Twitter: @MillerForTexas

Milage *miles*
Stephenville to Dallas love 109
Dallas love to Stephenville 109

Begin forwarded message:

From: <Customerservice@enterprise.com>
Date: April 16, 2019 at 6:53:17 PM CDT
To: <repsidmiller@gmail.com>
Subject: Enterprise Rental Agreement 843604393



Per your request, please see the attached PDF document for the Invoice Details.

[Terms](#) | [Privacy Policy](#)

© 2019 Enterprise Rent A Car, 600 Corporate Park Drive, St. Louis, MO 63105

TRAVEL VOUCHER / FORM

1. Archive reference number	2. Agency number 551	3. Agency name Texas Department of Agriculture					4. Current document number 19002622
	5. Effective date (Agency use)	6. Doc date (First date of travel) 06/08/19	7. Doc agency 551	8. FY 19	9. Document amount \$ 1,064.40		

10. Pay to: SID MILLER	11. Title COMMISSIONER
	12. Designated headquarters AUSTIN

13. Texas Identification number 70000047442	14. AGENCY USE PAID JUN 28 2019 BY: [Signature]
--	--

15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
		225	10210	29041	19	7105	129.92
	INVOICE NUMBER		PMT DUE DATE	AGENCY USE			
	AGENCY USE						

15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
		225	10210	29041	19	7106	716.00
	INVOICE NUMBER		PMT DUE DATE	AGENCY USE			
	AGENCY USE						

15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
		225	10210	29041	19	7135	128.00
	INVOICE NUMBER		PMT DUE DATE	AGENCY USE			
	AGENCY USE						
		225	10210	29041	19	7102	90.48

16. Service date (Last date of travel) 6/12/19	17. Description (Agency use only) Traveled to Fort Worth to host the SASDA Conference.
---	---

18. DISTRIBUTION	AMOUNT
Expense itemization for in-state travel:	
Fares, Public transportation Taxi	
Air fare	
Rental car	
Personal car mileage - This amount comes from the totals in Y for In-State Mileage Total	156 Miles @ (Rate set by Legislature) .58 \$ 90.48
Meals and / or lodging - This amount comes from the totals in J+K (or L, if applicable) fields	\$ 716.00
Hotel Occupancy Tax	
Parking Description: Valet Parking (only available parking at the hotel)	\$ 129.92
Incidental expenses (Itemize) Hotel Occupancy Tax	\$ 128.00
DIRECT DEPOSIT	
Expense itemization for out-of-state travel:	
Fares, Public transportation Taxi	
Air fare	
Rental car	
Personal car mileage - This amount comes from the totals in Y for Out-of-State Mileage Total	Miles @ (Rate set by Legislature) .58 \$ 0.00
Meals and / or lodging - This amount comes from the totals in V+W (or X, if applicable) fields	
Parking Description:	
Incidental expenses (Itemize)	
TOTAL	\$ 1,064.40

19. I certify that the expense account shown above is true, correct, and unpaid.

sign here Claimant [Signature] Date 6/24/19	sign here Supervisor [Signature] Date 6-24-19
---	---

20. Contact name Debra Ramirez	Phone (Area code and number)	21. Agency use
22. Approval [Signature]	Title	Date TX-TDA-21-0913-A-000332

IN-STATE MEALS AND LODGING											ACTUAL EXPENSE				
A. Leave Headquarters				B. Arrive Headquarters				C. Meals non-overnight not to exceed \$36	D. Meals not to exceed Maximum Rate	E. Lodging not to exceed Maximum Rate	F. TOTAL	G. Meals	H. Lodging	I. TOTAL	
Date	Hour	Min.	m.	Date	Hour	Min.	m.								
06/08/19	10	00	A									\$ 179.00	\$ 179.00		
06/09/19												\$ 179.00	\$ 179.00		
06/10/19												\$ 179.00	\$ 179.00		
06/11/19												\$ 179.00	\$ 179.00		
				06/12/19											
TOTAL MEALS NON OVERNIGHT								J.	TOTAL MEALS & LODGING			K.	TOTAL ACTUAL EXPENSE		L. \$ 716.00

OUT-OF-STATE MEALS AND LODGING											ACTUAL EXPENSE				
M. Leave Headquarters				N. Arrive Headquarters				O. Meals non-overnight not to exceed \$36	P. Meals not to exceed Maximum Rate	Q. Lodging not to exceed Maximum Rate	R. TOTAL	S. Meals	T. Lodging	U. TOTAL	
Date	Hour	Min.	m.	Date	Hour	Min.	m.								
TOTAL MEALS NON OVERNIGHT								V.	TOTAL MEALS & LODGING			W.	TOTAL ACTUAL EXPENSE		X.

DATE	Y. INFORMATION REQUIRED BY TEXTRAVEL AND OTHER PERTINENT INFORMATION	TYPE (I or O)	MILEAGE POINT TO POINT*
06/08/19	Traveled via personally owned vehicle from Stephenville, Texas to Fort Worth, Texas to host the Southern Association of State Departments of Agriculture (SASDA) conference. Secured lodging and remained overnight.	I	78.00
06/09/19	Hosted the SASDA Conference. Remained overnight.		<i>\$90.48</i>
06/10/19	Hosted the SASDA Conference. Remained overnight.		
06/11/19	Hosted the SASDA Conference. Remained overnight.		

1102	MILLER/SID	179.00	06/12/19	DUPLICATE 16 51	4934	14151
ROOM	NAME	RATE	DEPART	TIME	ACCT#	GROUP
BS	DEBRA/MILLER		06/08/19			
TYPE	1700 CONGRESS AVENUE		ARRIVE	TIME		
	AUSTIN TX					
ROOM	78701-1436				MB#:	594391906
CLERK	ADDRESS	PAYMENT				

DATE	REFERENCES	CHARGES	CREDITS	BALANCES DUE
06/07	TELCOMM	BASEHSIA	.00	
06/08	VALETPRK	VALET1	30.00	
06/08	PARK TAX	VALET1	2.48	32.48
06/08	VALETPRK	VALET2	30.00	
06/08	PARK TAX	VALET2	2.48	
06/08	TELCOMM	DISCHSIA	.00	
06/08	ROOM GR	1102, 1	179.00	
06/08	STATETAX	1102, 1	32.00	
06/09	TELCOMM	BASEHSIA	.00	
06/09	TELCOMM	DISCHSIA	.00	
06/09	ROOM GR	1102, 1	179.00	
06/09	STATETAX	1102, 1	32.00	
06/10	VALETPRK	6/9	30.00	
06/10	PARK TAX	6/9	2.48	32.48
06/10	VALETPRK	6/9	30.00	
06/10	PARK TAX	6/9	2.48	32.48
06/10	VALETPRK	VALET1	30.00	
06/10	PARK TAX	VALET1	2.48	32.48
06/10	VALETPRK	VALET2	30.00	
06/10	PARK TAX	VALET2	2.48	
06/10	TELCOMM	BASEHSIA	.00	
06/10	TELCOMM	DISCHSIA	.00	
06/10	ROOM GR	1102, 1	179.00	
06/10	STATETAX	1102, 1	32.00	
06/11	VALETPRK	VALET1	30.00	32.48
06/11	PARK TAX	VALET1	2.48	
06/11	VALETPRK	VALET2	30.00	
06/11	PARK TAX	VALET2	2.48	
06/11	TELCOMM	BASEHSIA	.00	
06/11	TELCOMM	DISCHSIA	.00	
06/11	ROOM GR	1102, 1	179.00	
06/11	STATETAX	1102, 1	32.00	
06/12	CCARD DS			

1103 84

.00

No reimbursement on valet 2 (Spouse vehicle)

Was that the best night's sleep you have ever had? Have a repeat performance at your place by visiting CollectRenaissance.com.

This statement is your only receipt. You have agreed to pay in cash or by approved personal check or to authorize us to charge your credit card for all amounts charged to you. The amounts shown in the credit column opposite any credit card entry in the reference column above will be charged to the credit card number set forth above. (The credit card company will bill in the usual manner.) If for any reason the credit card company does not make payment on this account, you will owe us such amount, if you are direct billed, in the event payment is not made within 25 days after check-out, you will owe us interest from the check-out date on any unpaid amount at the rate of 1.5% per month (ANNUAL RATE 18%), or the maximum allowed by law, plus the reasonable cost of collection, including attorney fees.



04-08

[Faint, illegible text on lined paper]

(Witness sample) of [illegible] in [illegible] on [illegible]

FY 2019 Per Diem Rates for Texas

Primary Destination ^Å	County ^Å	2018 Oct	Nov	Dec	2019 Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	M&IE
Standard Rate	Applies for all locations without specified rates	\$94	\$94	\$94	\$94	\$94	\$94	\$94	\$94	\$94	\$94	\$94	\$94	\$ 55
Arlington / Fort Worth / Grapevine	Tarrant County / City of Grapevine	\$164	\$164	\$164	\$164	\$164	\$164	\$164	\$164	\$164	\$164	\$164	\$164	\$ 61
Austin	Travis	\$145	\$145	\$145	\$160	\$160	\$160	\$145	\$145	\$145	\$145	\$145	\$145	\$ 61
Big Spring	Howard	\$101	\$101	\$101	\$101	\$101	\$101	\$101	\$101	\$101	\$101	\$101	\$101	\$ 61
College Station	Brazos	\$101	\$101	\$101	\$101	\$101	\$101	\$101	\$101	\$101	\$101	\$101	\$101	\$ 56
Corpus Christi	Nueces	\$110	\$110	\$110	\$110	\$110	\$110	\$110	\$110	\$110	\$110	\$110	\$110	\$ 56
Dallas	Dallas	\$157	\$157	\$149	\$149	\$149	\$149	\$149	\$149	\$149	\$149	\$149	\$149	\$ 66
El Paso	El Paso	\$96	\$96	\$96	\$96	\$96	\$96	\$96	\$96	\$96	\$96	\$96	\$96	\$ 61
Galveston	Galveston	\$105	\$105	\$105	\$105	\$105	\$105	\$105	\$105	\$131	\$131	\$105	\$105	\$ 61
Houston (L.B. Johnson Space Center)	Montgomery / Fort Bend / Harris	\$131	\$131	\$131	\$131	\$131	\$131	\$131	\$131	\$120	\$120	\$120	\$120	\$ 61
Midland / Odessa	Midland / Andrews / Ector / Martin	\$142	\$142	\$142	\$142	\$142	\$142	\$142	\$142	\$142	\$142	\$142	\$142	\$ 61
Pecos	Reeves	\$154	\$154	\$154	\$216	\$216	\$216	\$154	\$154	\$154	\$154	\$154	\$154	\$ 66
Plano	Collin	\$121	\$121	\$121	\$121	\$121	\$121	\$121	\$121	\$121	\$121	\$121	\$121	\$ 6
Round Rock	Williamson	\$103	\$103	\$103	\$103	\$103	\$103	\$103	\$103	\$103	\$103	\$103	\$103	\$ 56
San Antonio	Bexar	\$126	\$126	\$126	\$126	\$126	\$126	\$126	\$126	\$126	\$126	\$126	\$126	\$ 61
South Padre Island	Cameron	\$94	\$94	\$94	\$94	\$94	\$96	\$96	\$96	\$117	\$117	\$94	\$94	\$ 56
Waco	McLennan	\$105	\$105	\$105	\$105	\$105	\$105	\$105	\$105	\$105	\$105	\$105	\$105	\$ 56

1. Traveler reimbursement is based on the location of the work activities and not the accommodations, unless lodging is not available at the work activity, then the agency may authorize the rate where lodging is obtained.
2. Unless otherwise specified, the per diem locality is defined as "all locations within, or entirely surrounded by, the corporate limits of the key city, including independent entities located within those boundaries."
3. Per diem localities with county definitions shall include "all locations within, or entirely surrounded by, the corporate limits of the key city as well as the boundaries of the listed counties, including independent entities located within the boundaries of the key city and the listed counties (unless otherwise listed separately)."
4. When a military installation or Government-related facility (whether or not specifically named) is located partially within more than one city or county boundary, the applicable per diem rate for the entire installation or facility is the higher of the rates which apply to the cities and/or counties, even though part(s) of such activities may be located outside the defined per diem locality.
5. *Meals and Incidental Expenses*, see Breakdown of M&IE Expenses for important information on first and last days of travel.



COMMISSIONER SID MILLER

Texas Department of Agriculture
Travel Request for In-State

ATR-400

SECTION A	¹ EMPLOYEE INFORMATION				
	First Name SID	M. I.	Last Name MILLER	Title COMMISSIONER	Texas identification number 70000047442
	² PURPOSE OF TRAVEL				
	<input checked="" type="checkbox"/> Conference <input type="checkbox"/> Training <input type="checkbox"/> Agency Outreach <input type="checkbox"/> Other (please list) SASDA CONFERENCE				
	³ TRAVEL DATES AND TIME				
Departure Date (mm/dd/yy) 06/08/2019	Departure Time 08:00 <input checked="" type="checkbox"/> a.m. <input type="checkbox"/> p.m.	Return Date (mm/dd/yy) 06/12/2019	Return Time 06:30 <input type="checkbox"/> a.m. <input checked="" type="checkbox"/> p.m.	AY of travel dates 19	
⁴ TRAVEL LOCALE					
<input type="checkbox"/> In-State (not to exceed GSA per diem rate) <input checked="" type="checkbox"/> In-State (actual expenses not to exceed GSA per diem rate)					
⁵ DESCRIBE SPECIFIC PURPOSE OF TRAVEL					
<u>Traveling via personally owned vehicle to Fort Worth, Tx for SASDA Conference. Southern Association of State Departments of Agriculture.</u>			Meals & Lodging \$716.00 Transportation \$120.00 Mileage \$85.02 Total Request \$921.02	Index 10210 PCA 29041	

Traveler's Name SID MILLER	Return Date 06/12/2019	Amount \$921.02
-----------------------------------	-------------------------------	------------------------

¹ TRAVEL EXPENSE ITEMIZATIONS														
LOCATIONS IN-STATE		PER DIEM (7106)			TRANSPORTATION									
Departure City	Destination City	Estimated Meal Expense Days X GSA Rate* or Actual	Estimated Lodging Expense Days X GSA Rate* or Actual	Direct Billed Hotel	State Vehicle	Estimated Mileage Expense (7102) (Miles X 0.545 = Cost)		Commercial Airline (7101)		Aircraft Pooling Board (7445)		Rental Vehicle (7101)		Parking, Tolls, (7105) or Taxi (7101)
						Miles	Cost		BTA		BTA		BTA	
STEPHENVILLE	FT WORTH	\$	\$ 179.00	<input type="checkbox"/>	<input type="checkbox"/>	78.00	\$42.51		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	30.00
FT WORTH	FORT WORTH	\$	\$ 179.00	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	30.00
FT WORTH	FT WORTH	\$	\$ 179.00	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	30.00
FT WORTH	FT WORTH	\$	\$ 179.00	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	30.00
FT WORTH	STEPHENVILLE	\$	\$	<input type="checkbox"/>	<input type="checkbox"/>	78.00	\$42.51		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
Total		\$0.00	\$716.00	<input type="checkbox"/>	<input type="checkbox"/>	156.00	\$85.02	\$0.00	<input type="checkbox"/>	\$0.00	<input type="checkbox"/>	\$0.00	<input type="checkbox"/>	\$120.00

¹ TRAVEL ADVANCE REQUEST, IF NEEDED													
SECTION C	Is travel advance needed?												
	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, complete ATR-403 Travel Advance Request form using Totals from above.												
	Total for Meals \$0.00 Total for Lodging \$716.00 Total Parking, Tolls, or Taxi \$120.00 TOTAL EXPENSES: \$ 836.00 80%= Maximum Advance Amount \$ 668.80												

*Attach a hard copy of the GSA per Diem rate to this request, found at http://www.gsa.gov/Portal/gsa/ep/contentView.do?contentId=17943&contentType=GSA_BASIC.

Traveler's Name SID MILLER Return Date 06/12/2019 Amount \$921.02

SECTION D	1 APPROVALS		
	Requesting Employee <i>Sid Miller by Rebecca B. Smart</i>		Date (mm/dd/yy) <i>5/13/19</i>
	AC/RD	<input type="checkbox"/> Approved <input type="checkbox"/> Not approved <input type="checkbox"/> Revise	
	Travel Accountant	<input type="checkbox"/> Filed	
	1 SIGNATURE OF SUPERVISOR		
	Supervisor Signature <i>[Signature]</i>	Supervisor Printed Name <i>Tim H. Schmidt</i>	<input checked="" type="checkbox"/> Approved <input type="checkbox"/> Disapproved <input type="checkbox"/> Revise
Reason(s) for disapproval			
Assistant Commissioner/Regional Director <i>[Signature]</i>	<input checked="" type="checkbox"/> Concur <input type="checkbox"/> Do not concur		Date (mm/dd/yyyy) <i>6-24-19</i>
1 CHECKLIST TO BE COMPLETED BY REQUESTING EMPLOYEE			
Please use this checklist to ensure you are sending all of the necessary information and documents.			
<input type="checkbox"/> ATR-400 Travel Request for In-State form <input type="checkbox"/> ATR-403 Travel Advance Request form (if applicable)			

SASDA 2019 CONFERENCE AGENDA

SATURDAY, JUNE 8

11:00am - 4:00pm	Registration	Trinity Ballroom
12:45pm - 4:00pm	CLAY SHOOT <i>Load buses at hotel</i>	Defender Outdoors Clay Sports Ranch <i>2900 Shotts St, Fort Worth, TX 76107</i>
12:45pm	<i>1:30pm</i>	
1:30pm	<i>Sign-In at Ranch</i>	
4:00pm	<i>Depart</i>	
4:15pm	Shuttle to Stockyards from hotel	
5:30pm	Dinner at the Cattlemen's Steakhouse	<i>2458 N. Main Street, Fort Worth, TX 76164</i>
8:00pm - 10:00pm	CHAMPIONSHIP RODEO	Fort Worth Stockyards
10:15pm	<i>Load buses for hotel</i>	

SUNDAY, JUNE 9

10:00am - 3:00pm	Registration	Trinity Ballroom
9:00am - 12:00pm	PRE-CONFERENCE INTERVIEWS <i>9:00am</i>	Fort Worth Stockyards
9:00am	<i>Load Buses at hotel</i>	<i>Executive Members and Staff Only</i>
9:30am	<i>Pre-Conference Interviews with RFD-TV</i>	
10:45am	Shuttle to Stockyards from hotel	
12:45pm - 1:45pm	Lunch	
2:00pm - 3:50pm	SASDA EXECUTIVE MEETING	
3:15pm	Shuttle to Stockyards from hotel	Fort Worth Stockyards Exchange Building
4:00pm	Longhorn Cattle Drive	<i>Fort Worth Stockyards</i>
5:30pm - 7:15pm	CHUCKWAGON DINNER	Fort Worth Stockyards Exchange Lawn
7:30pm - 10:30pm	WELCOME RECEPTION <i>7:30pm</i>	Billy Bob's Texas - World's Largest Honky Tonk
7:30pm	<i>Walk to Billy Bob's</i>	
8:00pm	<i>Welcome Reception</i>	
9:30pm	<i>Begin loading buses for hotel</i>	
10:00pm - 12:00am	Hospitality Suite	To Be Announced

MONDAY, JUNE 10

7:00am - 9:00am	Breakfast at the Worthington	Trinity Ballroom
8:00am - 8:15am	WELCOME FROM COMMISSIONER MILLER	Trinity Ballroom
8:15am - 8:45am	FARM FRESH INITIATIVE OVERVIEW WITH TDA <i>Melissa Dozier Gonzales, TDA Director of Food & Nutrition Program Support</i>	Trinity Ballroom
8:45am - 9:15am	FARM TO SCHOOL PROGRAM UPDATE WITH USDA <i>Samantha Benjamin-Kirk, USDA-FNS Southeast Regional Farm to School Lead</i>	Trinity Ballroom
9:30am - 9:55am	USDA MARKETING AND REGULATORY PROGRAM UPDATE <i>The Honorable Greg Ibach, USDA Under Secretary</i>	Trinity Ballroom
10:00am - 11:00am	NASDA UPDATE <i>Barbara Glenn, NASDA CEO</i> <i>Blake Ramsey, NASDA International Trade Program Manager</i>	Trinity Ballroom

MONDAY, JUNE 10 (CONTINUED)

11:00am - 2:45pm	EDEN GREEN TOUR <i>11:00am</i>	Eden Green Technologies
11:00am	<i>Load buses at hotel</i>	<i>2101 Cedar Springs Road Suite #1220</i>
12:00pm	<i>Eden Green Tour</i>	<i>Dallas, Texas 75201</i>
2:15pm	<i>Load buses for hotel</i>	
4:15pm - 9:00pm	WHISKEY RANCH DISTILLERY TOUR <i>4:15pm</i>	Firestone & Robertson Brewery
4:15pm	<i>Load buses at hotel</i>	<i>4250 Mitchell Blvd, Fort Worth, TX 76119</i>
5:00pm	<i>Whiskey Ranch Tour</i>	
7:00pm	<i>Dinner at Whiskey Ranch</i>	
9:00pm	<i>Load buses for hotel</i>	
10:00pm - 12:00am	Hospitality Suite	To Be Announced

TUESDAY, JUNE 11

7:00am - 9:00am	Breakfast at the Worthington	Trinity Ballroom
8:00am - 8:55am	SUSTA REPORT <i>Bernadette Wiltz, SUSTA Executive Director</i> <i>Troy Rosamond, SUSTA Financial Director</i> <i>Dave Juday, Senior Analyst for World Perspectives, Inc.</i> <i>David Gregg, Consulting Projects Manager for World Perspectives, Inc.</i>	Trinity Ballroom
9:00am - 9:15am	ANIMAL HEALTH UPDATE <i>Eric J. Steiner, Elanco Animal Health Senior Director</i>	Trinity Ballroom
9:15am - 10:00am	EPA UPDATE <i>Mary Walker, Acting Regional Administrator, US EPA Region 4</i> <i>Susan Park, Agriculture Advisor, US EPA Region 4</i> <i>Randall Rush, Agriculture Advisor, US EPA Region 6</i> <i>Erin Chancellor, Chief of Staff, US EPA Region 6</i> <i>Break</i>	Trinity Ballroom
10:15am - 10:45am	CHINESE GENERAL CONSUL <i>Consul General Li Qiangmin, The People's Republic of China in Houston</i>	Trinity Ballroom
11:00am - 3:15pm	AT&T STADIUM TOUR <i>11:00am</i>	AT&T Stadium
11:00am	<i>Load buses at hotel</i>	<i>1 AT&T Way, Arlington, TX 76011</i>
12:15pm	<i>Lunch at AT&T Stadium</i>	
1:30pm	<i>AT&T Stadium Tour</i>	
3:15pm	<i>Load buses for hotel</i>	
6:00pm - 7:00pm	PRESIDENT'S HAPPY HOUR	Trinity Ballroom
7:00pm - 8:00pm	PRESIDENT'S DINNER	Trinity Ballroom
10:00pm - 12:00am	Hospitality Suite	To Be Announced

WEDNESDAY, JUNE 12

7:00am - 9:00am	Breakfast at the Worthington	Trinity Ballroom
	Bye Ya'll	

TRAVEL VOUCHER / FORM

1. Archive reference number	2. Agency number 551	3. Agency name Texas Department of Agriculture					4. Current document number 19002626
	5. Effective date (Agency use)	6. Doc date (First date of travel) 06/15/19	7. Doc agency 551	8. FY 19	9. Document amount \$ 240.12		
10. Pay to: SID MILLER						11. Title COMMISSIONER	
						12. Designated headquarters AUSTIN	
13. Texas Identification number 70000047442		14. AGENCY USE PAID JUN 28 2019 BY: <i>[Signature]</i>					

15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
		225	10210	29041	19	7102	240.12
	INVOICE NUMBER	PMT DUE DATE	AGENCY USE				
	AGENCY USE						

15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
	INVOICE NUMBER	PMT DUE DATE	AGENCY USE				
	AGENCY USE						

15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
	INVOICE NUMBER	PMT DUE DATE	AGENCY USE				
	AGENCY USE						

DIRECT DEPOSIT

16. Service date (Last date of travel) 6/15/19	17. Description (Agency use only) Traveled to San Antonio to interview at the Roy Holly Show
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18. DISTRIBUTION	AMOUNT
Expense itemization for in-state travel:	
Fares, Public transportation Taxi	
Air fare	
Rental car	
Personal car mileage - This amount comes from the totals in Y for In-State Mileage Total	414 Miles @ (Rate set by Legislature) .58 \$ 240.12
Meals and / or lodging - This amount comes from the totals in J+K (or L, if applicable) fields	
Hotel Occupancy Tax	
Parking Description:	
Incidental expenses (Itemize)	
Expense itemization for out-of-state travel:	
Fares, Public transportation Taxi	
Air fare	
Rental car	
Personal car mileage - This amount comes from the totals in Y for Out-of-State Mileage Total	Miles @ (Rate set by Legislature) .58 \$ 0.00
Meals and / or lodging - This amount comes from the totals in V+W (or X, if applicable) fields	
Parking Description:	
Incidental expenses (Itemize)	
TOTAL	\$ 240.12

19. I certify that the expense account shown above is true, correct, and unpaid.

sign here <i>[Signature]</i> Claimant	Date	sign here <i>[Signature]</i> Supervisor	Date 6-28-19
20. Contact name Debra Ramirez		Phone (Area code and number)	21. Agency use
22. Agency Approval sign here <i>[Signature]</i>	Title	Date TX-TDA-21-0913-A-000343	

PAID
DIRECT DEPOSIT
BY

DIRECT DEPOSIT

Debra Ramirez

1. Doc agency	2. Current document number
551	

TRAVEL VOUCHER / FORM CONTINUATION

15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
	INVOICE NUMBER	PMT DUE DATE	AGENCY USE				
	AGENCY USE						
	INVOICE NUMBER	PMT DUE DATE	AGENCY USE				
	AGENCY USE						
	INVOICE NUMBER	PMT DUE DATE	AGENCY USE				
	AGENCY USE						
	INVOICE NUMBER	PMT DUE DATE	AGENCY USE				
	AGENCY USE						
	INVOICE NUMBER	PMT DUE DATE	AGENCY USE				
	AGENCY USE						
	INVOICE NUMBER	PMT DUE DATE	AGENCY USE				
	AGENCY USE						
	INVOICE NUMBER	PMT DUE DATE	AGENCY USE				
	AGENCY USE						
	INVOICE NUMBER	PMT DUE DATE	AGENCY USE				
	AGENCY USE						

IN-STATE MEALS AND LODGING											ACTUAL EXPENSE			
A. Leave Headquarters				B. Arrive Headquarters				C. Meals non-overnight not to exceed \$36	D. Meals not to exceed Maximum Rate	E. Lodging not to exceed Maximum Rate	F. TOTAL	G. Meals	H. Lodging	I. TOTAL
Date	Hour	Min.	m.	Date	Hour	Min.	m.							
06/17/19	12	00	P											
				06/17/19	10	00	P							
TOTAL MEALS NON OVERNIGHT							J.	TOTAL MEALS & LODGING			K.	TOTAL ACTUAL EXPENSE		L.

OUT-OF-STATE MEALS AND LODGING											ACTUAL EXPENSE			
M. Leave Headquarters				N. Arrive Headquarters				O. Meals non-overnight not to exceed \$36	P. Meals not to exceed Maximum Rate	Q. Lodging not to exceed Maximum Rate	R. TOTAL	S. Meals	T. Lodging	U. TOTAL
Date	Hour	Min.	m.	Date	Hour	Min.	m.							
TOTAL MEALS NON OVERNIGHT							V.	TOTAL MEALS & LODGING			W.	TOTAL ACTUAL EXPENSE		X.

DATE	Y. INFORMATION REQUIRED BY TEXTRAVEL AND OTHER PERTINENT INFORMATION	TYPE (I or O)	MILEAGE POINT TO POINT*
06/15/19	Traveled via personally owned vehicle from Stephenville, Tx to San Antonio, Tx for interview at the Roy Holly Show.	I	207.00
06/15/19	Traveled via personally owned vehicle back to Stephenville, Tx after the Roy Holly Interview. END OF TRIP.	I	207.00

IN-STATE MILEAGE TOTAL	I	414	OUT-OF-STATE MILEAGE TOTAL	O	
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Use additional form or a "CONTINUATION SHEET," if additional space is needed.

* Show point-to-point breakdown, including intra-city mileage claims

TX TDA 21 0913 A 000346



COMMISSIONER SID MILLER

Texas Department of Agriculture
Travel Request for In-State

ATR-400

Form with sections: 1 EMPLOYEE INFORMATION, 2 PURPOSE OF TRAVEL, 3 TRAVEL DATES AND TIME, 4 TRAVEL LOCALE, 5 DESCRIBE SPECIFIC PURPOSE OF TRAVEL. Includes fields for name, title, dates, times, and expenses.

SECTION A

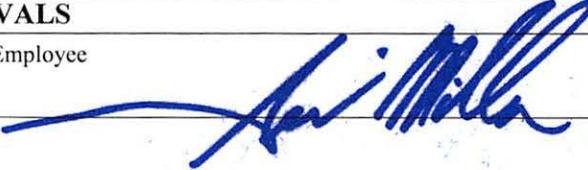
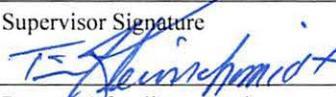
Traveler's Name SID MILLER	Return Date 06/15/2019	Amount \$225.63
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1 TRAVEL EXPENSE ITEMIZATIONS														
LOCATIONS IN-STATE		PER DIEM (7106)				TRANSPORTATION								
Departure City	Destination City	Estimated Meal Expense Days X GSA Rate* or Actual	Estimated Lodging Expense Days X GSA Rate* or Actual	Direct Billed Hotel	State Vehicle	Estimated Mileage Expense (7102) (Miles X 0.545=Cost)		Commercial Airline (7101)		Aircraft Pooling Board (7445)		Rental Vehicle (7101)		Parking, Tolls, (7105) or Taxi (7101)
						Miles	Cost		BTA		BTA		BTA	
STEPHENVILLE	SAN ANTONIO	\$	\$	<input type="checkbox"/>	<input type="checkbox"/>	207.00	\$112.82		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
SAN ANTONIO	STEPHENVILLE	\$	\$	<input type="checkbox"/>	<input type="checkbox"/>	207.00	\$112.82		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
Total		\$0.00	\$0.00	<input type="checkbox"/>	<input type="checkbox"/>	414.00	\$225.63	\$0.00	<input type="checkbox"/>	\$0.00	<input type="checkbox"/>	\$0.00	<input type="checkbox"/>	\$0.00

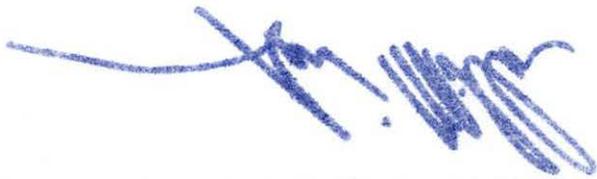
1 TRAVEL ADVANCE REQUEST, IF NEEDED	
SECTION C	Is travel advance needed? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, complete ATR-403 Travel Advance Request form using Totals from above.
	Total for Meals \$0.00 Total for Lodging \$0.00 Total Parking, Tolls, or Taxi \$0.00 TOTAL EXPENSES: \$ 0.00 80%= Maximum Advance Amount \$ 0.00

*Attach a hard copy of the GSA per Diem rate to this request, found at http://www.gsa.gov/Portal/gsa/ep/contentView.do?contentId=17943&contentType=GSA_BASIC.

Traveler's Name SID MILLER	Return Date 06/15/2019	Amount \$225.63
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SECTION D	1 APPROVALS		
	Requesting Employee		Date (mm/dd/yy) 6/17/19
	AC/RD 	<input type="checkbox"/> Approved <input type="checkbox"/> Not approved <input type="checkbox"/> Revise	
	Travel Accountant 	<input checked="" type="checkbox"/> Filed	
	1 SIGNATURE OF SUPERVISOR		
	Supervisor Signature 	Supervisor Printed Name TIM KEINSCHEMIDT	Date (mm/dd/yyyy) 6-24-19
Reason(s) for disapproval			
Assistant Commissioner/Regional Director 		Date (mm/dd/yyyy) 6-24-19	
		<input checked="" type="checkbox"/> Concur <input type="checkbox"/> Do not concur	

SECTION E	1 CHECKLIST TO BE COMPLETED BY REQUESTING EMPLOYEE
	Please use this checklist to ensure you are sending all of the necessary information and documents. <input type="checkbox"/> ATR-400 Travel Request for In-State form <input type="checkbox"/> ATR-403 Travel Advance Request form (if applicable)

A handwritten signature in blue ink, appearing to be "J. W. [unclear]", is written across the lower middle of the page. The signature is somewhat stylized and partially obscured by a horizontal line.

TRAVEL VOUCHER / FORM

1. Archive reference number	2. Agency number 551	3. Agency name Texas Department of Agriculture					4. Current document number 19002623
	5. Effective date (Agency use)	6. Doc date (First date of travel) 06/17/19	7. Doc agency 551	8. FY 19	9. Document amount \$ 145.58		

10. Pay to: SID MILLER	11. Title COMMISSIONER
	12 Designated headquarters AUSTIN

13. Texas Identification number 70000047442	14. AGENCY USE 
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15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
		225	10210	29041	19	7102	145.58
	INVOICE NUMBER		PMT DUE DATE	AGENCY USE			
	AGENCY USE						

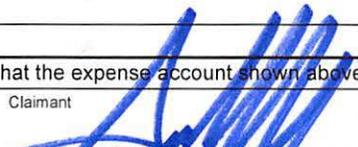
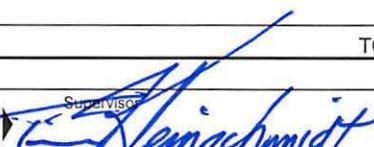
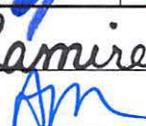
15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
	INVOICE NUMBER		PMT DUE DATE	AGENCY USE			
	AGENCY USE						

15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
	INVOICE NUMBER		PMT DUE DATE	AGENCY USE			
	AGENCY USE						

DIRECT DEPOSIT

16. Service date (Last date of travel) 6/17/19	17. Description (Agency use only) Traveled to New Braunfels to speak at the TX Rural Challenge
---	---

18. DISTRIBUTION	AMOUNT
Expense itemization for in-state travel:	
Fares, Public transportation Taxi	Air fare
Rental car	
Personal car mileage - This amount comes from the totals in Y for In-State Mileage Total	251 Miles @ (Rate set by Legislature) .58 \$ 145.58
Meals and / or lodging - This amount comes from the totals in J+K (or L, if applicable) fields	
Hotel Occupancy Tax	
Parking Description:	
Incidental expenses (Itemize)	
Expense itemization for out-of-state travel:	
Fares, Public transportation Taxi	Air fare
Rental car	
Personal car mileage - This amount comes from the totals in Y for Out-of-State Mileage Total	Miles @ (Rate set by Legislature) .58 \$ 0.00
Meals and / or lodging - This amount comes from the totals in V+W (or X, if applicable) fields	
Parking Description:	
Incidental expenses (Itemize)	
TOTAL	\$ 145.58

19. I certify that the expense account shown above is true, correct, and unpaid.			
sign here Claimant 	Date 6-17-19	sign here Supervisor 	Date 6-18-19
20. Contact name Debra Ramirez		Phone (Area code and number)	21. Agency use
22. Agency Approval sign here 	Title	Date TX-TDA-21-0913-A-000351	



COMMISSIONER SID MILLER

Texas Department of Agriculture
Travel Request for In-State

ATR-400

SECTION A	1 EMPLOYEE INFORMATION				
	First Name SID	M. I.	Last Name MILLER	Title COMMISSIONER	Texas identification number 70000047442
	2 PURPOSE OF TRAVEL				
	<input type="checkbox"/> Conference <input type="checkbox"/> Training <input checked="" type="checkbox"/> Agency Outreach <input type="checkbox"/> Other (please list)				
	3 TRAVEL DATES AND TIME				
Departure Date (mm/dd/yy) 06/17/2019	Departure Time 08:00 <input checked="" type="checkbox"/> a.m. <input type="checkbox"/> p.m.	Return Date (mm/dd/yy) 06/17/2019	Return Time 01:30 <input type="checkbox"/> a.m. <input checked="" type="checkbox"/> p.m.	AY of travel dates 19	
4 TRAVEL LOCALE					
<input type="checkbox"/> In-State (not to exceed GSA per diem rate) <input type="checkbox"/> In-State (actual expenses not to exceed GSA per diem rate)					
5 DESCRIBE SPECIFIC PURPOSE OF TRAVEL					
<u>Traveling via personally owned vehicle to New Braunfels, Tx for speaking engagement at the Texas Rural Challenge (agenda attached).</u>			Meals & Lodging \$0.00 Transportation \$0.00 Mileage \$53.41 Total Request \$53.41	Index 10210 PCA 29041	

Traveler's Name **SID MILLER** Return Date **06/17/2019** Amount **\$53.41**

1 TRAVEL EXPENSE ITEMIZATIONS														
LOCATIONS IN-STATE		PER DIEM (7106)			TRANSPORTATION									
Departure City	Destination City	Estimated Meal Expense Days X GSA Rate* or Actual	Estimated Lodging Expense Days X GSA Rate* or Actual	Direct Billed Hotel	State Vehicle	Estimated Mileage Expense (7102) (Miles X 0.545=Cost)		Commercial Airline (7101)		Aircraft Pooling Board (7445)		Rental Vehicle (7101)		Parking, Tolls, (7105) or Taxi (7101)
						Miles	Cost		BTA		BTA		BTA	
AUSTIN	NEW BRAUNFELS	\$	\$	<input type="checkbox"/>	<input type="checkbox"/>	49.00	\$26.71		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
NEW BRAUNFELS	AUSTIN	\$	\$	<input type="checkbox"/>	<input type="checkbox"/>	49.00	\$26.71		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
Total		\$0.00	\$0.00	<input type="checkbox"/>	<input type="checkbox"/>	98.00	\$53.41	\$0.00	<input type="checkbox"/>	\$0.00	<input type="checkbox"/>	\$0.00	<input type="checkbox"/>	\$0.00

SECTION C 1 TRAVEL ADVANCE REQUEST, IF NEEDED

Is travel advance needed?
 Yes No If yes, complete ATR-403 Travel Advance Request form using Totals from above.

Total for Meals **\$0.00** Total for Lodging **\$0.00** Total Parking, Tolls, or Taxi **\$0.00**
TOTAL EXPENSES: \$ 0.00 80%= Maximum Advance Amount \$ 0.00

*Attach a hard copy of the GSA per Diem rate to this request, found at http://www.gsa.gov/Portal/gsa/ep/contentView.do?contentId=17943&contentType=GSA_BASIC.

Traveler's Name SID MILLER	Return Date 06/17/2019	Amount \$53.41
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SECTION D	1 APPROVALS		
	Requesting Employee <i>[Signature]</i>		Date (mm/dd/yy) <i>6/17/19 gwb</i>
	ACRD	<input type="checkbox"/> Approved <input type="checkbox"/> Not approved <input type="checkbox"/> Revise	
	Travel Accountant	<input type="checkbox"/> Filed	
	1 SIGNATURE OF SUPERVISOR		
	Supervisor Signature <i>[Signature]</i>	Supervisor Printed Name <i>Tim Kayenschmidt</i>	<input checked="" type="checkbox"/> Approved <input type="checkbox"/> Disapproved <input type="checkbox"/> Revise
Reason(s) for disapproval			
Assistant Commissioner/Regional Director <i>[Signature]</i>		<input checked="" type="checkbox"/> Concur <input type="checkbox"/> Do not concur	Date (mm/dd/yyyy) <i>6-24-19</i>

SECTION E	1 CHECKLIST TO BE COMPLETED BY REQUESTING EMPLOYEE
	Please use this checklist to ensure you are sending all of the necessary information and documents. <input type="checkbox"/> ATR-400 Travel Request for In-State form <input type="checkbox"/> ATR-403 Travel Advance Request form (if applicable)

Handwritten signature or scribble in blue ink.

Faint handwritten text, possibly a name or date.

Faint handwritten text, possibly a name or date.

Faint handwritten mark or symbol.

TRAVEL VOUCHER / FORM

1. Archive reference number		2. Agency number 551		3. Agency name Texas Department of Agriculture				4. Current document number 11314	
5. Effective date (Agency use)		6. Doc date (First date of travel) 09/08/19		7. Doc agency 551	8. FY 19	9. Document amount \$ 842.99			
10. Pay to: SID MILLER						11. Title COMMISSIONER			
						12 Designated headquarters AUSTIN			
13. Texas Identification number 70000047442				14. AGENCY USE					

15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
		225	10210	29041	20	7111	25.00
INVOICE NUMBER		PMT DUE DATE		AGENCY USE			
0001							
AGENCY USE							

15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
		225	10210	29041	20	7112	58.58
INVOICE NUMBER		PMT DUE DATE		AGENCY USE			
0001							
AGENCY USE							

15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
		225	10210	29041	20	7116	637.25
INVOICE NUMBER		PMT DUE DATE		AGENCY USE			
0001							
AGENCY USE							

16. Service date (Last date of travel) 9/13/19	17. Description (Agency use only) Albuquerque, NM for NASDA Annual Meeting / DFW Airport Hotel due to early flight India
---	---

18. DISTRIBUTION	AMOUNT
Expense itemization for in-state travel:	
Fares, Public transportation Taxi	
Air fare	
Rental car	
Personal car mileage-This amount comes from the totals in Y for In-State Mileage Total	Miles @ (Rate set by Legislature) .58 \$ 0.00
Meals and / or lodging-This amount comes from the totals in J+K (or L, if applicable) fields	
Hotel Occupancy Tax	
Parking Description:	
Incidental expenses (Itemize)	
Expense itemization for out-of-state travel:	
Fares, Public transportation Taxi	25.00
Air fare	
Rental car	
Personal car mileage-This amount comes from the totals in Y for Out-of-State Mileage Total	101 Miles @ (Rate set by Legislature) .58 \$ 58.58
Meals and / or lodging-This amount comes from the totals in V+W (or X, if applicable) fields	\$ 637.25
Parking Description:	
Incidental expenses (Itemize) Hotel Taxes \$52.16 Bag Fee \$70.00	\$ 122.16
TOTAL	\$ 842.99

19. I certify that the expense account shown above is true, correct, and unpaid.		
sign here Claimant Debra Ramirez	Date 11/22/19	sign here Supervisor J. Schmidt
20. Contact name Debra Ramirez	Phone (Area code and number)	21. Agency use
22. Agency Approval sign here	Title	Date TX-TDA-21-0913-A-000357

1. Doc agency 551	2. Current document number
----------------------	----------------------------

TRAVEL VOUCHER / FORM CONTINUATION

15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
			225 10210	29041	20	7115	122.16
	INVOICE NUMBER		PMT DUE DATE	AGENCY USE			
	0001						
AGENCY USE							
15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
	INVOICE NUMBER		PMT DUE DATE	AGENCY USE			
AGENCY USE							
15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
	INVOICE NUMBER		PMT DUE DATE	AGENCY USE			
AGENCY USE							
15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
	INVOICE NUMBER		PMT DUE DATE	AGENCY USE			
AGENCY USE							
15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
	INVOICE NUMBER		PMT DUE DATE	AGENCY USE			
AGENCY USE							
15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
	INVOICE NUMBER		PMT DUE DATE	AGENCY USE			
AGENCY USE							
15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
	INVOICE NUMBER		PMT DUE DATE	AGENCY USE			
AGENCY USE							

IN-STATE MEALS AND LODGING										ACTUAL EXPENSE				
A. Leave Headquarters				B. Arrive Headquarters				C. Meals non-overnight not to exceed \$36	D. Meals not to exceed Maximum Rate	E. Lodging not to exceed Maximum Rate	F. TOTAL	G. Meals	H. Lodging	I. TOTAL
Date	Hour	Min.	m.	Date	Hour	Min.	m.							
TOTAL MEALS NON OVERNIGHT								J.	TOTAL MEALS & LODGING		K.	TOTAL ACTUAL EXPENSE		L.

OUT-OF-STATE MEALS AND LODGING										ACTUAL EXPENSE					
M. Leave Headquarters				N. Arrive Headquarters				O. Meals non-overnight not to exceed \$36	P. Meals not to exceed Maximum Rate	Q. Lodging not to exceed Maximum Rate	R. TOTAL	S. Meals	T. Lodging	U. TOTAL	
Date	Hour	Min.	m.	Date	Hour	Min.	m.								
09/08/19	8	50	A						\$ 41.25	✓	\$ 41.25		\$ 94.00	✓	\$ 94.00
09/09/19									\$ 55.00	✓	\$ 55.00		\$ 94.00	✓	\$ 94.00
09/10/19									\$ 55.00	✓	\$ 55.00		\$ 94.00	✓	\$ 94.00
09/11/19									\$ 55.00	✓	\$ 55.00		\$ 94.00	✓	\$ 94.00
09/12/19									\$ 55.00	✓	\$ 55.00				
				09/13/19	10	30	A								
TOTAL MEALS NON OVERNIGHT								v.	TOTAL MEALS & LODGING		w. \$ 261.25	TOTAL ACTUAL EXPENSE		x. \$ 376.00	

DATE	Y. INFORMATION REQUIRED BY TEXTRAVEL AND OTHER PERTINENT INFORMATION	TYPE (I or O)	MILEAGE POINT TO POINT*
09/08/19	Traveled via personally owned vehicle from Stephenville, Tx to DFW Airport to board flight to Albuquerque, New Mexico to attend the NASDA Annual Meeting. Secured Lodging and remained overnight.	O	101.00
09/09/19	Attended the NASDA Annual Meeting. Remained overnight.		
09/10/19	Attended the NASDA Annual Meeting. Remained overnight.		
09/11/19	Checked out of hotel and board commercial airline flight back to DFW Airport.		

Use additional form or a "CONTINUATION SHEET," if additional space is needed.



HOTEL ALBUQUERQUE
at old town

Mr. Sid Miller
1700 N. Congress, Suite 1125E
Austin, TX 78701
United States

Room No. : 0515
Arrival : 09-08-19
Departure : 09-12-19
Folio No. : 87288796
Conf. No. : 126510384
Cashier ID : 79

INFORMATION INVOICE

Group Code : 1909NASDA

Page No. 1 of 1

Date	Description	Charges	Credits
09-08-19	Room Revenue	94.00	
09-08-19	Occupancy Tax	4.70	
09-08-19	Hospitality Tax	0.94	
09-08-19	Sales Tax	7.40	
09-09-19	Room Revenue	94.00	
09-09-19	Occupancy Tax	4.70	
09-09-19	Hospitality Tax	0.94	
09-09-19	Sales Tax	7.40	
09-10-19	Room Revenue	94.00	
09-10-19	Occupancy Tax	4.70	
09-10-19	Hospitality Tax	0.94	
09-10-19	Sales Tax	7.40	
09-11-19	Room Revenue	94.00	
09-11-19	Occupancy Tax	4.70	
09-11-19	Hospitality Tax	0.94	
09-11-19	Sales Tax	7.40	
09-11-19	Discover		428.16
Total		428.16	428.16
Balance			0.00

Handwritten notes: 13.04 (repeated 4 times), 52.16

Hotel Albuquerque at Old Town
800 Rio Grande Boulevard NW
Albuquerque, New Mexico 87104
Phone 505/843.6300 Fax 505/842.8426
www.HotelABQ.com



American

PASSENGER NAME
MILLER/SIDNEY CARROLL

UPTO50LB 23KG AND62LI	1	30.00 USD
UPTO50LB 23KG AND62LI	1	40.00 USD

DFW ABQ - AA 70.00 USD
 Total with Applicable TFC
 Credit Card

Fare	70.00USD	FLIGHT	DATE	TFC=TAXES, FEES & CHARGES
TFC		189	SEPTEMBER 08, 2019	
TFC		PNR: MGR189		
TFC		Agent: Diavisa	001 0271708594 3	NOT VALID FOR TRAVEL
Total	70.00USD			



Taxi

DRIVER: _____ PHONE: _____

RECEIPT: CASH CREDIT CARD Date: 2500

FROM: SURPORT

TO: OTel Alburquerque @ 243-6800

AMOUNT: 25.00

SIGNATURE: [Signature]

We Appreciate your Business!



HYATT
REGENCY

**Hyatt Regency DFW inside DFW
Airport**

2334 North International Parkway
Dallas, TX 75261
Tel: 972-453-1234
Fax: 972-615-6826
hyattregencydfw.com

INVOICE

Sid Miller
United States

Room No. 0802
Arrival 2019-09-12
Departure 2019-09-13
Page No. 1 of 1
Folio Window 1
Folio No.

Confirmation No. 4182881101

Group Name

Booking No. VVOEJN *Hotel Engine Booking*

Date	Description	Charges	Credits
Total		0.00	0.00

Guest Signature

Balance

0.00

I agree that my liability for this bill is not waived and I agree to be held personally liable in the event that the indicated person, company or association fails to pay for any part or the full amount of these charges.

World of Hyatt Summary

No Membership to be credited

Join World of Hyatt today and start earning points for stays, dining and more.

Visit www.worldofhyatt.com



FY 2019 Per Diem Rates for New Mexico

I'm interested in:

Lodging Rates

Meals & Incidentals (M&IE) Rates

Lodging by month (excluding taxes) | October 2018 - September 2019

Cities not appearing below may be located within a county for which rates are listed. To determine what county a city is located in, visit the National Association of Counties (NACO) website (a non-federal website).

[CSV](#)

[Print](#)

Primary Destination ⁱ	County ⁱ	2018 Oct	Nov	Dec	2019 Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
Standard Rate	Applies for all locations without specified rates	\$94	\$94	\$94	\$94	\$94	\$94	\$94	\$94	\$94	\$94	\$94	\$94
Carlsbad	Eddy	\$166	\$166	\$166	\$166	\$166	\$166	\$166	\$166	\$166	\$166	\$166	\$166
Santa Fe	Santa Fe	\$123	\$123	\$123	\$100	\$100	\$123	\$123	\$123	\$123	\$123	\$123	\$123
Taos	Taos	\$105	\$105	\$105	\$105	\$105	\$105	\$105	\$105	\$105	\$105	\$105	\$105

Meals & Incidentals (M&IE) Breakdown ⁱ

Use this table to find the following information for federal employee travel:

M&IE Total - the full daily amount received for a single calendar day of travel when that day is neither the first nor last day of travel.

Breakfast, lunch, dinner, incidentals - Separate amounts for meals and incidentals. M&IE Total = Breakfast + Lunch + Dinner + Incidentals. Sometimes meal amounts must be deducted from trip voucher. See More Information

First & last day of travel - amount received on the first and last day of travel and equals 75% of total M&IE.



CSV

Print

Primary Destination ⓘ	County ⓘ	M&IE Total	Continental Breakfast/Breakfast	Lunch	Dinner	Incidental Expenses	First & Last Day of Travel ⓘ
Standard Rate	Applies for all locations without specified rates	\$55	\$13	\$14	\$23	\$5	\$41.25
Carlsbad	Eddy	\$56	\$13	\$15	\$23	\$5	\$42.00
Santa Fe	Santa Fe	\$61	\$14	\$16	\$26	\$5	\$45.75
Taos	Taos	\$66	\$16	\$17	\$28	\$5	\$49.50

I'm interested in:



COMMISSIONER SID MILLER

Texas Department of Agriculture
Travel Request for
Out-of-State, International or Washington, D. C.

DOC No. PT _____

ATR-401

Form with sections: 1 EMPLOYEE INFORMATION, 2 PURPOSE OF TRAVEL, 3 TRAVEL DATES AND TIME, 4 TRAVEL LOCALE, 5 DESCRIBE SPECIFIC PURPOSE OF TRAVEL. Includes fields for name, title, dates, times, and expenses.

http://www.oanda.com/convert/classic (Currency converter)

Scanned and emailed to TDA Travel. RB

Commissioner decided to drive to Dallas and fly from there instead of flying out of Austin. So there will be a charge to change the flight.

AMERICAN OVERSIGHT Financial Services

Traveler's Name SID MILLER	Return Date 09/12/2019	Amount \$673.50
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1 TRAVEL EXPENSE ITEMIZATIONS FOR OUT OF STATE (INCLUDING MEXICO AND CANADA) OR WASHINGTON, D. C.												
Locations OUT-of-STATE		PER DIEM (7116)			TRANSPORTATION (BTA – Bill to Agency)							
SECTION B	Departure City	Destination City	Estimated Meal Expense Days X GSA Rate* or Actual	Estimated Lodging Expense Days X GSA Rate* or Actual	Direct Billed Hotel	State Vehicle	Estimated Mileage Expense (7102) (Miles X0.580=Cost)		Commercial Airline Enter 'BTA' or Amount (7111)		Rental Vehicle Enter 'BTA' or Amount (7111)	Parking, Tolls, (7115) or Taxi (7111)
							Miles	Cost		BTA		
	AUSTIN	ALBUQUE RQUE	\$ 247.50	\$ 376.00	<input type="checkbox"/>	<input type="checkbox"/>		\$ 0.00		<input checked="" type="checkbox"/>	<input type="checkbox"/>	50.00
			\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$ 0.00		<input type="checkbox"/>	<input type="checkbox"/>	
			\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$ 0.00		<input type="checkbox"/>	<input type="checkbox"/>	
			\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$ 0.00		<input type="checkbox"/>	<input type="checkbox"/>	
			\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$ 0.00		<input type="checkbox"/>	<input type="checkbox"/>	
	Total		\$ 247.50	\$ 376.00	<input type="checkbox"/>	<input type="checkbox"/>	0.00	\$ 0.00	\$ 0.00	<input type="checkbox"/>	\$ 0.00	\$ 50.00

1 TRAVEL EXPENSE ITEMIZATIONS FOR INTERNATIONAL (7121)												
Locations OUT-of-STATE		PER DIEM			TRANSPORTATION (BTA – Bill to Agency)							
SECTION C	Departure City	Destination City	Estimated Meal Expense Days X US Dept of State International Rate**	Estimated Lodging Expense Days X US Dept of State International Rate**	Direct Billed Hotel	State Vehicle	Estimated Mileage Expense (7102) (Miles X0.580=Cost)		Commercial Airline Enter 'BTA' or Amount		Rental Vehicle Enter 'BTA' or Amount	Parking, Tolls, (7115) or Taxi (7111)
							Miles	Cost		BTA		
			\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$ 0.00		<input type="checkbox"/>	<input type="checkbox"/>	
			\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$ 0.00		<input type="checkbox"/>	<input type="checkbox"/>	
			\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$ 0.00		<input type="checkbox"/>	<input type="checkbox"/>	
	Total		\$ 0.00	\$ 0.00	<input type="checkbox"/>	<input type="checkbox"/>	0.00	\$ 0.00	\$ 0.00	<input type="checkbox"/>	\$ 0.00	\$ 0.00

1 TRAVEL ADVANCE REQUEST, IF NEEDED											
SECTION D	Is travel advance needed?										
	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, complete form ATR-403 Travel Advance Request form using Totals from above.										
	Total for Meals \$ 247.50 Total for Lodging \$ 376.00 Total Parking, Tolls, or Taxi \$ 50.00 TOTAL EXPENSES: \$ 673.50 80%= Maximum Advance Amount \$ 538.80										

*Attach a hard copy of the GSA per Diem rate to this request, found at http://www.gsa.gov/Portal/gsa/ep/contentView.do?contentId=17943&contentType=GSA_BASIC.

**Attach a hard copy of the US Department of State International Rate to this request, found at http://aoprals.state.gov/web920/per_diem_action.asp?MenuHide=1&CountryCode=1114.

Traveler's Name SID MILLER	Return Date 09_{NDMIV}	Amount \$673.50
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SECTION E	1 APPROVALS		
	Requesting Employee <i>Sid Miller by RB</i>		Date (mm/dd/yyyy) 8/16/19
	Budget Analyst <i>Robert P. Fien</i>	<input checked="" type="checkbox"/> Approved <input type="checkbox"/> Not approved <input type="checkbox"/> Revise	8/19/19
	Deputy Commissioner (for international, D.C., and for Exec or Senior Staff)	<input type="checkbox"/> Approved <input type="checkbox"/> Not approved <input type="checkbox"/> Revise	
	Travel Accountant	<input type="checkbox"/> Reviewed	
	Encumbrance Accountant	<input type="checkbox"/> Encumbered	
	Travel Accountant	<input type="checkbox"/> File	
	Reason for disapproval (please initialize)		
	1 SIGNATURE OF SUPERVISOR		
	Supervisor Signature <i>Lia Kleinschmidt</i>	Supervisor Printed Name LIA KLEINSCHMIDT	Date (mm/dd/yyyy) 8-19-19
Reason(s) for disapproval			
Assistant Commissioner/Regional Director <i>James Fearnley by RB</i>	<input type="checkbox"/> Concur <input type="checkbox"/> Do not concur	Date (mm/dd/yyyy) 8/19/19	
SECTION F	1 CHECKLIST TO BE COMPLETED BY REQUESTING EMPLOYEE		
	<input type="checkbox"/> ATR-101 Travel Request for Out-of-State, International or Washington, D. C. form		
	<input type="checkbox"/> Actual Expenses Approval		
	<input type="checkbox"/> ATR-102 OSFR Report of State Agency Travel to Washington, D. C.		
	<input type="checkbox"/> ATR-103 Travel Advance Request form (only if travel advance needed)		

Traveler's Name SID MILLER	Return Date 09/12/2019	Amount \$673.50
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1 APPROVALS			
SECTION E	Requesting Employee		Date (mm/dd/yyyy)
			8/16/19
	Budget Analyst	<input type="checkbox"/> Approved <input type="checkbox"/> Not approved <input type="checkbox"/> Revise	
	Deputy Commissioner (for international, D.C., and for Exec or Senior Staff)	<input type="checkbox"/> Approved <input type="checkbox"/> Not approved <input type="checkbox"/> Revise	
	Travel Accountant	<input type="checkbox"/> Reviewed	
	Encumbrance Accountant	<input type="checkbox"/> Encumbered	
	Travel Accountant	<input type="checkbox"/> File	
Reason for disapproval (please initialize)			
1 SIGNATURE OF SUPERVISOR			
Supervisor Signature	Supervisor Printed Name	<input checked="" type="checkbox"/> Approved <input type="checkbox"/> Disapproved <input type="checkbox"/> Revise	Date (mm/dd/yyyy)
		TIM SCHMIDT	8-19-19
Reason(s) for disapproval			
Assistant Commissioner/Regional Director		<input type="checkbox"/> Concur <input type="checkbox"/> Do not concur	Date (mm/dd/yyyy)

SECTION F 1 CHECKLIST TO BE COMPLETED BY REQUESTING EMPLOYEE	
SECTION F	<input type="checkbox"/> ATR-401 Travel Request for Out-of-State, International or Washington, D. C. form <input type="checkbox"/> Actual Expenses Approval <input type="checkbox"/> ATR-402 OSFR Report of State Agency Travel to Washington, D. C. <input type="checkbox"/> ATR-403 Travel Advance Request form (only if travel advance needed)



COMMISSIONER SID MILLER

Texas Department of Agriculture
Travel Request for In-State

ATR-400

SECTION A	1 EMPLOYEE INFORMATION				
	First Name SID	M. I.	Last Name MILLER	Title COMMISSIONER	Texas identification number 70000047442
	2 PURPOSE OF TRAVEL				
	<input type="checkbox"/> Conference <input type="checkbox"/> Training <input type="checkbox"/> Agency Outreach <input checked="" type="checkbox"/> Other (please list) Citrus Canker Destruction				
	3 TRAVEL DATES AND TIME				
	Departure Date (mm/dd/yy) 09/12/2019	Departure Time 12:00 <input type="checkbox"/> a.m. <input checked="" type="checkbox"/> p.m.	Return Date (mm/dd/yy) 09/13/2019	Return Time 10:00 <input checked="" type="checkbox"/> a.m. <input type="checkbox"/> p.m.	AY of travel dates 19
	4 TRAVEL LOCALE				
	<input type="checkbox"/> In-State (not to exceed GSA per diem rate) <input type="checkbox"/> In-State (actual expenses not to exceed GSA per diem rate)				
	5 DESCRIBE SPECIFIC PURPOSE OF TRAVEL				
	<u>Traveling via personally owned vehicle to Dallas, Texas to secured lodging in between flights. Lay over-night in Dallas for next day flight to India for Trade Mission.</u>			Meals & Lodging \$250.50 Transportation \$0.00 Mileage \$0.00 Total Request \$250.50	Index 10210 PCA 29041

*9/11 flew from New Mexico
 9/12 lay over night in Dallas
 9/13 flight out of Dallas to India*

Traveler's Name SID MILLER	Return Date 09/13/2019	Amount \$250.50
-----------------------------------	-------------------------------	------------------------

1 TRAVEL EXPENSE ITEMIZATIONS														
LOCATIONS IN-STATE		PER DIEM (7106)			TRANSPORTATION									
Departure City	Destination City	Estimated Meal Expense Days X GSA Rate* or Actual	Estimated Lodging Expense Days X GSA Rate* or Actual	Direct Billed Hotel	State Vehicle	Estimated Mileage Expense (7102) (Miles X 0.580=Cost)		Commercial Airline (7101)		Aircraft Pooling Board (7445)		Rental Vehicle (7101)		Parking, Tolls, (7105) or Taxi (7101)
						Miles	Cost		BTA		BTA		BTA	
STEPHENVILLE	DALLAS, TX	\$ 47.50	\$ 190.00	<input checked="" type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
DALLAS, TX	DALLAS, TX	\$ 13.00	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
Total		\$60.50	\$190.00	<input type="checkbox"/>	<input type="checkbox"/>	0.00	\$0.00	\$0.00	<input type="checkbox"/>	\$0.00	<input type="checkbox"/>	\$0.00	<input type="checkbox"/>	\$0.00

1 TRAVEL ADVANCE REQUEST, IF NEEDED	
SECTION C	Is travel advance needed? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, complete ATR-403 Travel Advance Request form using Totals from above.
	Total for Meals \$60.50 Total for Lodging \$190.00 Total Parking, Tolls, or Taxi \$0.00 TOTAL EXPENSES: \$ 250.50 80%= Maximum Advance Amount \$ 200.40

*Attach a hard copy of the GSA per Diem rate to this request, found at http://www.gsa.gov/Portal/gsa/ep/contentView.do?contentId=17943&contentType=GSA_BASIC.

Traveler's Name SID MILLER	Return Date 09/13/2019	Amount \$250.50
----------------------------	------------------------	-----------------

SECTION D	¹ APPROVALS		
	Requesting Employee <i>[Signature]</i>		Date (mm/dd/yy) <i>9/12/19</i>
	AC/RD	<input type="checkbox"/> Approved <input type="checkbox"/> Not approved <input type="checkbox"/> Revise	
	Travel Accountant	<input type="checkbox"/> Filed	
	¹ SIGNATURE OF SUPERVISOR		
	Supervisor Signature <i>[Signature]</i>	Supervisor Printed Name <i>[Signature]</i>	Date (mm/dd/yyyy)
Reason(s) for disapproval			
Assistant Commissioner/Regional Director		Date (mm/dd/yyyy)	
		<input type="checkbox"/> Concur <input type="checkbox"/> Do not concur	

SECTION E	¹ CHECKLIST TO BE COMPLETED BY REQUESTING EMPLOYEE
	Please use this checklist to ensure you are sending all of the necessary information and documents. <input checked="" type="checkbox"/> ATR-400 Travel Request for In-State form <input type="checkbox"/> ATR-403 Travel Advance Request form (if applicable)

Itinerary Details
Confirmation #: VVOEJN

*night before flying
to India. -*

Thanks for choosing Hotel Engine



Hyatt Regency DFW
2334 North International Parkway, Dallas, TX,
75261
972-453-1234

[View Itinerary](#)

Trip Details

Confirmation #: VVOEJN
Check-In: Thursday, September 12, 2019
Check-Out: Friday, September 13, 2019
Nights: 1
Guests: 2
Guest Names: SID MILLER
Rooms: 1
Room Type: King Bed: Room Size: 364 Sqft: Balcony: Up To 10 Pct Off Bar Thru Sep30

Included Amenities

✓ Free Shuttle

Traveler Details

Account: Department of Agriculture
Traveler: SID MILLER
Department: Default

Summary of Charges

Payment: Direct Bill

Room 1:
Thu, Sep 12 : \$194.05
Room 1 Total: \$194.05

Taxes and Fees: \$27.11

Total Charges: \$221.16

Cancellation Policy

Click the button below to cancel your reservation online. Please note that only eligible reservations may be canceled online.

[Cancel Reservation](#)

For the room type you've selected, you can cancel your reservation for a full refund up until noon on Wednesday, September 11 (local hotel time).

Refunds or cancellations are not available after noon local hotel time on

TX-TDA-21-0913-A-000374

Payment has been made for the full amount of the reservation; however, the guest must provide a valid credit card upon check in for any incidentals. Please be advised the hotel will place a pre-authorization on this card that will be released upon check-out.

Need Assistance?

Contact a concierge: 1-800-803-0452

For faster service, mention itinerary #VVOEJN

Rebecca Bustamante

Subject: HotelEngine reservation at Hyatt Regency DFW
Location: Hyatt Regency DFW
Start: Thu 9/12/2019 9:00 PM
End: Thu 9/12/2019 10:00 PM
Recurrence: (none)
Meeting Status: Meeting organizer
Required Attendees: Commissioner Sid Miller

Confirmation Number: VVOEJN

Hotel Address: 2334 North International Parkway, Dallas, TX, 75261

Hotel Phone: 972-453-1234

HotelEngine Support: 1-800-803-0452

requested the invoice

Rebecca Bustamante

From: viewtrip@email.travelport.com
Sent: Monday, August 19, 2019 3:47 PM
To: Rebecca Bustamante
Subject: View Your Itinerary: MILLER, SIDNEY CARROLL - September 08, 2019

WARNING: This email originated from outside of the Texas Department of Agriculture email system. DO NOT click links or open attachments unless you expect them from the sender and know the content is safe.



Thank You

Your travel agent has confirmed that your trip has been booked. To see the details of your trip please click the "View Your Itinerary" button below.

Reservation Number: SQ8500



[VIEW YOUR ITINERARY](#)

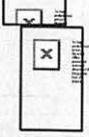


Sun, Sep 08, 2019 - Dallas (DFW) to Albuquerque (ABQ) - Confirmed



American Airlines 189

Confirmation Number: MGRSBP



DEPART	Non Stop	ARRIVE
10:50 AM DFW	1H 58M	11:48 AM ABQ

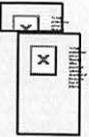


Thu, Sep 12, 2019 - Albuquerque (ABQ) to Dallas (DFW) - Confirmed



American Airlines 5981

Confirmation Number: MGRSBP



DEPART	Non Stop	ARRIVE
6:26 PM ABQ	1H 44M	9:10 PM DFW



Thu, Jun 04, 2020 - Dallas (DFW)


 Other



Mon, Jul 13, 2020 - Dallas (DFW)


 Tour




Help



NATIONAL TRAVEL SYSTEMS

4314 S Loop 289 Suite 300

Lubbock, TX 79413

Usa

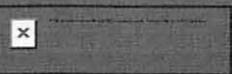


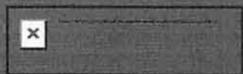
Phone

800-542-0452 NATIONAL TRAVEL SYSTEMS



 Download the ViewTrip App
Seamless trip itineraries at your fingertips.





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Create an account to save your trips and access them anytime

My Trip

SUN, SEP 08, 2019 - Dallas (DFW) to Albuquerque (ABQ) - Confirmed



American Airlines (AA) 189
Confirmation Number: MGRSBP



DEPART
10:50 AM DFW
NON STOP
→
1H 58M

ARRIVE
11:48 AM ABQ

PASSENGERS

Name	eTicket Number	Rewards Program	Seat	Special Services
MILLER, SIDNEY CARROLL	0017405290560	[REDACTED]	25B - Confirmed <input checked="" type="checkbox"/>	
<p> Carry-On 2 Piece Plan Bag 1 - No Fee Carryon Hand Baggage Allowance Bag 2 - No Fee Carryon Hand Baggage Allowance Refer to airline baggage policy for further details.</p> <p> Baggage Allowance 0 Piece Plan Bag 1 - 30.00 Usd Upto50lb/23kg and Upto62li/158lcm Bag 2 - 40.00 Usd Upto50lb/23kg and Upto62li/158lcm Applies to: DFW - ABQ Refer to airline baggage policy for further details.</p>				

Class Of Service: Economy

AIRPORT INFO

Dallas FT Worth Intl Arpt (DFW)
Dallas, TX, US

-----to-----

Albuquerque Intl Sunport (ABQ)
Albuquerque, NM, US

FLIGHT INFO

Boeing 737-800

THU, SEP 12, 2019 - Albuquerque (ABQ) to Dallas (DFW) - Confirmed



American Airlines (AA) 5981*
Confirmation Number: MGRSBP



DEPART
6:26 PM ABQ
NON STOP
→
1H 44M

ARRIVE
9:10 PM DFW

PASSENGERS

Name	eTicket Number	Rewards Program	Seat	Special Services
MILLER, SIDNEY CARROLL	0017405290560	[REDACTED]	20F - Confirmed <input checked="" type="checkbox"/>	

Name	eTicket Number	Rewards Program	Seat	Special Services
 Carry-On 2 Piece Plan Bag 1 - No Fee Carryon Hand Baggage Allowance Bag 2 - No Fee Carryon Hand Baggage Allowance Refer to airline baggage policy for further details.				
 Baggage Allowance 0 Piece Plan Bag 1 - 30.00 Usd Upto50lb/23kg and Upto62li/158lcm Bag 2 - 40.00 Usd Upto50lb/23kg and Upto62li/158lcm Applies to: ABQ - DFW Refer to airline baggage policy for further details.				

*Operated by MESA AIRLINES AS
 AMERICAN EAGLE
 Class Of Service: Economy

AIRPORT INFO

Albuquerque Intl Sunport (ABQ)
 Albuquerque, NM, US

-----to-----

Dallas FT Worth Intl Arpt (DFW)
 Dallas, TX, US

FLIGHT INFO

Canadair 900

THU, JUN 04, 2020 - Dallas (DFW)**Other****PASSENGERS**

MILLER, SIDNEY CARROLL

INFO

1 Person

For Office Use only...have a Great Day

MON, JUL 13, 2020 - Dallas (DFW)**Tour****PASSENGERS**

MILLER, SIDNEY CARROLL

INFO

1 Person

Thank You

Agent Comments

PLEASE VERIFY THE DATES TIMES AND LEGAL NAME
 OF THE TRAVEL THAT HAS BEEN PREPARED FOR YOU
 IF THERE ARE ANY MISTAKES PLEASE ADVISE WITHIN 24
 HOURS. NATIONAL TRAVEL WILL NOT BE HELD RESPONSIBLE
 FOR ANY CHANGE FEES OR ADDITIONAL CHARGES TO CORRECT
 ANY MISTAKES THAT ARE NOT REPORTED WITHIN 24 HOURS
 OF TICKET BEING ISSUED

*** FARES ARE SUBJECT TO CHANGE UNTIL TICKETED ***

PLEASE RECONFIRM FLIGHTS 24 HOURS IN ADVANCE
 AS SCHEDULE CHANGES MAY HAVE OCCURRED.

TX-TDA-21-0913-A-000380

Remarks

THANK YOU FOR CHOOSING NATIONAL TRAVEL SYSTEMS. ANY ERROR
IN ITINERARY OR NAMES MUST BE BROUGHT TO OUR ATTENTION BY
THE END OF BUSINESS THE DAY PAYMENT IS ADDED OR WE WILL
NOT BE LIABLE FOR ANY MISTAKES.
FOR AFTER HOURS EMERGENCY SERVICE CALL 1-800-891-9002
*****IMPORTANT SECURITY INFORMATION*****
FAA REQUIRES A GOVERNMENT ISSUED PHOTO ID AT CHECK-IN

Help

Your Reservation Code: SQ8500

NATIONAL TRAVEL SYSTEMS

4314 S Loop 289 Suite 300
Lubbock, TX 79413
USA

Phone

800-542-0452 NATIONAL TRAVEL SYSTEMS

©2019 Travelport.

Rebecca Bustamante

From: Rebecca Bustamante
Sent: Thursday, July 25, 2019 1:27 PM
To: gov@nationaltravelsystems.com
Subject: Flights needed

Flights needed to Albuquerque, New Mexico from Austin, Texas.

Departure morning flight: September 8, 2019

Return morning flight: September 12, 2019

For Commissioner Sidney Carroll Miller

If you should have any questions please let me know.

Thanks,

Rebecca Bustamante

Executive Assistant/Scheduler
Texas Department of Agriculture
512/463-1408

Visit TDA online:

texasagriculture.gov

[facebook.com/TexasDepartmentofAgriculture](https://www.facebook.com/TexasDepartmentofAgriculture)

twitter.com/texasdeptofag



DEPARTMENT OF AGRICULTURE

Purchase Voucher

Payee IDNumber / Mail Cd:	70000047442 / PR1	Document Amount:	\$842.99
Payee Name/Address	SIDNEY C MILLER ADDRESS NOT AVAILABLE STEPHENVILLE, TX 764010000	Business Unit:	55100
Invoice Number:	TRAVEL 090819_091319	Origin:	ONL
Invoice Date:	12/18/2019	AET:	225 DOC 1
		Header T-code:	
		Voucher Print Date:	01/10/2020
		Accounting Date:	01/10/2020

Line: 1
Line Amount: \$842.99
Description: NASDA MEETING IN NEW MEXICO

T-code: 225 **PCC:** 0 **USAS Requisition:** **RTI Number:**
PO Number / Line: **Contract Number:** **Receiver Number:**

Invoice Received Date: 12/18/2019 **Service Date:** 09/13/2019 **Pmt Due Date:** 01/17/2020 **Rqstd Pmt Date:** 01/10/2020

SFX:	Amount:	ACCT:	FUND:	DEPT:	PROG:	PCA:	APPN YR:	CF1:	CF2:	PRODUCT:	PROJECT:
	\$25.00	7111	0001	10210		29041	2020				202904101
SFX:	\$58.58	7112	0001	10210		29041	2020				202904101
SFX:	\$637.25	7116	0001	10210		29041	2020				202904101
SFX:	\$122.16	7115	0001	10210		29041	2020				202904101



DIRECT DEPOSIT

Accounts Payable Contact:	Ramirez,Debra	Phone No:	
I approve this voucher for payment. The above goods or services correspond in every particular with the contract under which they were purchased. The invoice for the goods or services is correct. This payment complies with the General Appropriations Act.			
Approved	Signature	Date	1/10/20



TRAVEL VOUCHER / FORM

1. Archive reference number		2. Agency number 551		3. Agency name Texas Department of Agriculture				4. Current document number 11316	
5. Effective date (Agency use)		6. Doc date (First date of travel) 09/22/19		7. Doc agency 551	8. FY 19	9. Document amount \$ 526.98			
10. Pay to: SID MILLER						11. Title COMMISSIONER			
						12 Designated headquarters AUSTIN			
13. Texas Identification number 70000047442				14. AGENCY USE					

15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
		225	10210	29041	20	7111	80.00
INVOICE NUMBER		PMT DUE DATE		AGENCY USE			
0001							
AGENCY USE							

15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
		225	10210	29041	20	7112	58.58
INVOICE NUMBER		PMT DUE DATE		AGENCY USE			
0001							
AGENCY USE							

15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
		225	10210	29041	20	7116	322
INVOICE NUMBER		PMT DUE DATE		AGENCY USE			
0001							
AGENCY USE							

16. Service date (Last date of travel) 9/23/19		17. Description (Agency use only) Traveled to Miami Beach, Florida	
---	--	---	--

18. DISTRIBUTION							AMOUNT
Expense itemization for in-state travel:							
Fares, Public transportation	Taxi	Air fare	Rental car				
Personal car mileage - This amount comes from the totals in Y for In-State Mileage Total	Miles @ (Rate set by Legislature)			.58			\$ 0.00
Meals and / or lodging - This amount comes from the totals in J+K (or L, if applicable) fields							
Hotel Occupancy Tax							
Parking	Description:						
Incidental expenses (Itemize)							
Expense itemization for out-of-state travel:							
Fares, Public transportation	Taxi	80.00	Air fare	Rental car			\$ 80.00
Personal car mileage - This amount comes from the totals in Y for Out-of-State Mileage Total	Miles @ (Rate set by Legislature)			.58			\$ 58.58
Meals and / or lodging - This amount comes from the totals in V+W (or X, if applicable) fields							\$ 322.00
Parking	Description:						
Incidental expenses (Itemize) Resort Fee \$34.20 Hotel Taxes \$32.20							\$ 66.40
TOTAL							\$ 526.98

19. I certify that the expense account shown above is true, correct, and unpaid.

Claimant Sign here: <i>[Signature]</i> Date: 11/22/19	Supervisor Sign here: <i>[Signature]</i> Date: 12-13-19
20. Contact name Debra Ramirez	21. Agency use
22. Agency Approval Sign here: _____	Title TX-TDA-21-0913-A-000384



Riviera South Beach

318 20th Street, Miami Beach, Florida, 33139, USA
Phone: (305) 538-7444; Fax: (305) 530-6641
E-mail: rivierafrontdesk@southbeachgroup.com

118/66

Name Sid Miller **Folio No.** 122020
Address USA
Phone # 254 977 9133 **Room** 201 (One Bedroom)
ID Type Passport **ID #** **# Of Guests** 1
Issue Place **ID Country** USA **Date In** 09/22/2019 01:58:00 PM
Vehicle Info. **Date Out** 09/24/2019 11:00:00 AM
Company

Rental Charges		Total	Other Charges		Payments	
09/22/2019	115.00	✓	Bottle Water	3.50	VI # [REDACTED] [Auth # 03499C]	09/18/2019 296.40
09/23/2019	115.00	✓ 230.00	Mini-Bar City Tax	0.07	^ DISC # [REDACTED] [Auth # 02285R]	09/22/2019 100.00
			Mini-Bar State Tax	0.25	^ DISC - Refund # [REDACTED]	09/24/2019 -100.00
			Resort Fee	15.00	VI # [REDACTED] [Auth # 04993C]	09/24/2019 3.82
Occupancy Tax			OC State Tax	1.05		
City Tax	9.20		OC City Tax	0.60		
State Tax	16.10		OC County Tax	0.45		
County Tax	6.90	<i>Hotel Tax</i> 32.20	Resort Fee	15.00		
			OC State Tax	1.05		
			OC City Tax	0.60		
			OC County Tax	0.45		
				<i>\$ 34.20</i>		
		262.20		38.02		300.22

Web Reservation | Connie Gonzalez

Total Charges: 300.22

^ Authorize Payment

Total Deposit: 0.00

(Authorized Payments): 0.00

(Payments): 300.22

Balance: 0.00

Thank you for your stay with us. Please visit us again.

NOTICE TO GUESTS: This property is privately owned and the management reserves the right to refuse service to anyone. Management will not be responsible for accidents or injury to guests or for loss of money, jewelry or valuables of any kind. Management will not be responsible for any item left in the room.

CHECKOUT TIME: 11:00 AM SELF REGISTRATION ONLY

I AGREE that my liability for this bill is not waived and agree to be held personally liable in the event that the indicated person or company failed to pay for any part or full amount of these charges including any missing/damaged items, etc.. I agree that if an attorney is retained to collect these charges, I will pay all reasonable attorney's fees and costs incurred. If payment is by credit card you are authorized to charge my account for all charges incurred, including any and all damages/missing items, etc.. I agree that the sole purpose of renting this room is for my own residency only.



Riviera South Beach

318 20th Street, Miami Beach, Florida, 33139, USA
Phone: (305) 538-7444; Fax: (305) 530-6641
E-mail: rivierafrontdesk@southbeachgroup.com

Name	Sid Miller	Folio No.	122020
Address	USA		
Phone #	254 977 9133	Room	201 (One Bedroom)
ID Type	Passport	ID #	
Issue Place		ID Country	USA
Vehicle Info.		Date In	09/22/2019 01:58:00 PM
Company		Date Out	09/24/2019 11:00:00 AM

Guest Signature

9/22/2019 11:00 AM

Date

Checked-In By	aespinosa
Checked-Out By	aguzman
Printed By	yalba
Printed Date	11/15/2019 5:02 PM

An official website of the United States government



FY 2019 Per Diem Rates for ZIP 33139

I'm interested in:

Lodging by month (excluding taxes) | October 2018 - September 2019

Cities not appearing below may be located within a county for which rates are listed. To determine what county a city is located in, visit the National Association of Counties (NACO) website (a non-federal website).

Primary Destination ⓘ	County ⓘ	2018 Oct	Nov	Dec	2019 Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
Miami	Miami-Dade	\$140	\$140	\$192	\$192	\$192	\$192	\$141	\$141	\$118	\$118	\$118	\$118

Meals & Incidentals (M&IE) Breakdown ⓘ

Use this table to find the following information for federal employee travel:

M&IE Total - the full daily amount received for a single calendar day of travel when that day is neither the first nor last day of travel.

Breakfast, lunch, dinner, incidentals - Separate amounts for meals and incidentals. M&IE Total = Breakfast + Lunch + Dinner + Incidentals. Sometimes meal amounts must be deducted from trip voucher. See More Information

First & last day of travel - amount received on the first and last day of travel and equals 75% of total M&IE.

Primary Destination ⓘ	County ⓘ	M&IE Total	Continental Breakfast/Breakfast	Lunch	Dinner	Incidental Expenses	First & Last Day of Travel ⓘ
Miami	Miami-Dade	\$66	\$16	\$17	\$28	\$5	\$49.50

I'm interested in:

Last Reviewed: 2019-02-22

DL
552.130

Miami
NASDA
Food Show

YELLOW CAB 444-4444

Date 9 12 19 Taxicab # _____

Customer _____

From AIRPORT

To south beach

Amount \$ 40. Driver _____

Air Conditioned

Yellow Cab 444-4444
Metro Taxi 888-8888

Date 9/24/19 Taxicab # 134
Customer _____
From South Bay _____
To AIR Port 40 TK
Amount Driver _____

CSD 3-1-1 PSC012 PSC047

AIRPORT TAXI
Miami-NASDAQ
9000
Shaw



COMMISSIONER SID MILLER

Texas Department of Agriculture
Travel Request for
Out-of-State, International or Washington, D. C.

DOC No. PT _____

ATR-401

Form with sections: 1 EMPLOYEE INFORMATION, 2 PURPOSE OF TRAVEL, 3 TRAVEL DATES AND TIME, 4 TRAVEL LOCALE, 5 DESCRIBE SPECIFIC PURPOSE OF TRAVEL. Includes handwritten entries for travel dates, purpose (India Trade Mission), and expenses.

http://www.oanda.com/convert/classic (Currency converter)

Traveler's Name SID MILLER	Return Date 09/22/2019	Amount \$4,063.00
-----------------------------------	-------------------------------	--------------------------

1 TRAVEL EXPENSE ITEMIZATIONS FOR OUT OF STATE (INCLUDING MEXICO AND CANADA) OR WASHINGTON, D. C.													
Locations OUT-of-STATE		PER DIEM (7116)			TRANSPORTATION (BTA – Bill to Agency)								
SECTION B	Departure City	Destination City	Estimated Meal Expense Days X GSA Rate* or Actual	Estimated Lodging Expense Days X GSA Rate* or Actual	Direct Billed Hotel	State Vehicle	Estimated Mileage Expense (7102) (Miles X0.580=Cost)		Commercial Airline Enter 'BTA' or Amount (7111)		Rental Vehicle Enter 'BTA' or Amount (7111)	Parking, Tolls, (7115) or Taxi (7111)	
							Miles	Cost		BTA		BTA	
			\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$ 0.00		<input checked="" type="checkbox"/>		<input type="checkbox"/>	
			\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$ 0.00		<input type="checkbox"/>		<input type="checkbox"/>	
			\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$ 0.00		<input type="checkbox"/>		<input type="checkbox"/>	
			\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$ 0.00		<input type="checkbox"/>		<input type="checkbox"/>	
			\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$ 0.00		<input type="checkbox"/>		<input type="checkbox"/>	
Total			\$ 0.00	\$ 0.00	<input type="checkbox"/>	<input type="checkbox"/>	0.00	\$ 0.00	\$ 0.00	<input type="checkbox"/>	\$ 0.00	<input type="checkbox"/>	\$ 0.00

1 TRAVEL EXPENSE ITEMIZATIONS FOR INTERNATIONAL (7121)													
Locations OUT-of-STATE		PER DIEM			TRANSPORTATION (BTA – Bill to Agency)								
SECTION C	Departure City	Destination City	Estimated Meal Expense Days X US Dept of State International Rate**	Estimated Lodging Expense Days X US Dept of State International Rate**	Direct Billed Hotel	State Vehicle	Estimated Mileage Expense (7102) (Miles X0.580=Cost)		Commercial Airline Enter 'BTA' or Amount		Rental Vehicle Enter 'BTA' or Amount	Parking, Tolls, (7115) or Taxi (7111)	
							Miles	Cost		BTA		BTA	
	AUSTIN	MUMBAI, INDIA	\$ 1488.00	\$ 2475.00	<input type="checkbox"/>	<input type="checkbox"/>		\$ 0.00		<input checked="" type="checkbox"/>		<input type="checkbox"/>	100.00
			\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$ 0.00		<input type="checkbox"/>		<input type="checkbox"/>	
			\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$ 0.00		<input type="checkbox"/>		<input type="checkbox"/>	
Total			\$ 1488.00	\$ 2475.00	<input type="checkbox"/>	<input type="checkbox"/>	0.00	\$ 0.00	\$ 0.00	<input type="checkbox"/>	\$ 0.00	<input type="checkbox"/>	\$ 100.00

1 TRAVEL ADVANCE REQUEST, IF NEEDED											
SECTION D	Is travel advance needed?										
	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, complete form ATR-403 Travel Advance Request form using Totals from above.										
	Total for Meals \$ 1488.00 Total for Lodging \$ 2475.00 Total Parking, Tolls, or Taxi \$ 100.00										
TOTAL EXPENSES: \$ 4063.00 80%= Maximum Advance Amount \$ 3250.40											

*Attach a hard copy of the GSA per Diem rate to this request, found at http://www.gsa.gov/Portal/gsa/ep/contentView.do?contentId=17943&contentType=GSA_BASIC.

**Attach a hard copy of the US Department of State International Rate to this request, found at http://aoprals.state.gov/web920/per_diem_action.asp?MenuHide=1&CountryCode=1114.

Traveler's Name SID MILLER Return Date 09/24/2019 Amount \$4063.00

SECTION F	1 APPROVALS		
	Requesting Employee <i>Jan Miller by RB</i>		Date (mm/dd/yyyy) 8/16/19
	Budget Analyst <i>Robert P. Fier</i>	<input checked="" type="checkbox"/> Approved <input type="checkbox"/> Not approved <input type="checkbox"/> Revise	8/19/19
	Deputy Commissioner (for international, D.C., and for Exec or Senior Staff)	<input type="checkbox"/> Approved <input type="checkbox"/> Not approved <input type="checkbox"/> Revise	
	Travel Accountant	<input type="checkbox"/> Reviewed	
	Encumbrance Accountant	<input type="checkbox"/> Encumbered	
	Travel Accountant	<input type="checkbox"/> File	
	Reason for disapproval (please initialize)		
	1 SIGNATURE OF SUPERVISOR		
	Supervisor Signature <i>Lisa Klein-Schmidt</i>	Supervisor Printed Name Lisa Klein-Schmidt	Date (mm/dd/yyyy) 8-19-19
	Reason(s) for disapproval		
	Assistant Commissioner/Regional Director <i>James Fearnley by RB</i>	<input type="checkbox"/> Concur <input type="checkbox"/> Do not concur	Date (mm/dd/yyyy) 8/19/19
SECTION F	1 CHECKLIST TO BE COMPLETED BY REQUESTING EMPLOYEE		
	<input type="checkbox"/> ATR-101 Travel Request for Out-of-State, International or Washington, D. C. form <input type="checkbox"/> Actual Expenses Approval <input type="checkbox"/> ATR-102 OS/IT Report of State Agency Travel to Washington, D. C. <input type="checkbox"/> ATR-103 Travel Advance Request form (only if travel advance needed)		

Confirmation: O9YPEV

[Check-In >](#)

Issue Date: September 05, 2019

TRAVELER INFORMATION

Traveler	eTicket Number	Frequent Flyer Number	Seats
MILLER/SIDNEYCARROLL	0162471172992	UA- [REDACTED]	---/2A/3B/2B

FLIGHT INFORMATION

Day, Date	Flight	Class	Departure City and Time	Arrival City and Time	Aircraft	Meal
Fri, 13SEP19	UA1003	C	DALLAS/FORT WORTH, TX (DFW) 10:30 AM	NEWARK, NJ (EWR - LIBERTY) 3:03 PM	A-320	Lunch
Fri, 13SEP19	UA48	C	NEWARK, NJ (EWR - LIBERTY) 8:10 PM	MUMBAI (BOMBAY), INDIA (BOM) 8:50 PM (14SEP)		Dinner
Sat, 21SEP19	UA83	P	DELHI, INDIA (DEL) 11:35 PM	NEWARK, NJ (EWR - LIBERTY) 4:55 AM (22SEP)	777-200	Dinner
Sun, 22SEP19	UA1109	P	NEWARK, NJ (EWR - LIBERTY) 7:29 AM	MIAMI, FL (MIA) 10:30 AM	737-800	Snack

Baggage allowance and charges for this itinerary.

Baggage fees are per traveler

Origin and destination for checked baggage	1 st bag	2 nd bag	Maximum weight and dimensions per piece of baggage		
					Max wt / dim per piece
9/13/2019 Dallas/Fort Worth, TX (DFW) to Mumbai (Bombay), India (BOM)	0.00 USD	0.00 USD	70.0lbs (32.0kg)	62.0in (157.0cm)	
9/21/2019 Delhi, India (DEL) to Miami, FL (MIA)	0.00 USD	0.00 USD	70.0lbs (32.0kg)	62.0in (157.0cm)	

The service charges for standard first, second and third checked bags (within specified size and weight limits) have been waived based on the fare purchased. Changes to the fare type purchased could result in increased baggage service charges

MileagePlus Accrual Details

MILLER/SIDNEYCARROLL						
Date	Flight	From/To	Award Miles	PQM	PQS	PQD
9/13/2019	1003	Dallas/Fort Worth, TX (DFW)-Newark, NJ (EWR - Liberty)	5005	2744	1.5	1001
9/13/2019	48	Newark, NJ (EWR - Liberty)-Mumbai (Bombay), India (BOM)	28455	15612	1.5	5691
9/21/2019	83	Delhi, India (DEL)-Newark, NJ (EWR - Liberty)	5515	10985	1.5	1103
9/22/2019	1109	Newark, NJ (EWR - Liberty)-Miami, FL (MIA)	820	1629	1.5	164
			Award Miles	PQM	PQS	PQD
Sidneycarroll's MileagePlus Accrual totals:			39795	30970	6	7959

Important Information about MileagePlus Earning

-  Accruals vary based on the terms and conditions of the traveler's frequent flyer program, the traveler's frequent flyer status and the itinerary selected. United MileagePlus® mileage accrual is subject to the rules of the MileagePlus program
-  Once travel has started, accruals will no longer display. You can view your MileagePlus account for posted accrual
-  You can earn up to 75,000 award miles per ticket. The 75,000 award miles cap may be applied to your posted flight activity in an order different than shown
-  PQD are a Premier status requirement for members in the U.S. only.
-  Accrual is only displayed for MileagePlus members who choose to accrue to their MileagePlus account.

International eTicket Reminders

-  **Check-in Requirement** - Bags must be checked and boarding passes obtained at least 60 minutes prior to scheduled departure. Baggage will not be accepted and advance seat assignments may be canceled if this condition is not met.
-  **Boarding Requirement** - Passengers must be prepared to board at the departure gate with their boarding pass at least 30 minutes prior to scheduled departure.
-  Failure to meet the **Boarding Requirements** may result in cancellation of reservations, denied boarding, removal of checked baggage from the aircraft and loss of eligibility for denied boarding compensation.
-  Bring this eTicket Receipt along with photo identification, proof of citizenship, passport and/or visa to the ticket lobby for check-in.
-  The FAA now restricts carry-on baggage to one bag plus one personal item (purse, briefcase, laptop computer, etc.) per passenger. The fare rules for your ticket may restrict your carry-on baggage allowance even further.
-  For up to the minute flight information, sign-up for our Flight Status Updates or call 1-800-824-6200; in Spanish 1-800-426-5561.



If flight segments are not flown in order, your reservation will be cancelled. Rebooking will be subject to the fare rules governing your ticket.



For the most current status of your reservation, go to our [Flight Status](#) page.



Your eTicket is non transferable and valid for 1 year from the issue date unless otherwise noted in the fare rules.



International taxes and fees may be collected at your departure airport.

Data Protection Notice

Your personal data will be processed in accordance with the applicable carriers privacy policy and if your booking is made via a reservation system provider ("GDS"), with its privacy policy. These are available at <http://www.iatatravelcenter.com/privacy> or from the carrier or GDS directly. You should read this documentation, which applies to your booking and specifies, for example, how your personal data is collected, stored, used, disclosed and transferred

Customer Care Contact Information

We welcome your compliments, comments or complaints regarding United or a United travel experience. You may contact us using our [Customer Care](#) form

Hazardous materials

Federal law forbids the carriage of hazardous materials on board aircraft in your luggage or on your person. A violation can result in five years imprisonment and penalties of \$250,000 or more (49 U.S.C. 5124).

Hazardous materials include explosives, compressed gases, flammable liquids and solids, oxidizers, poisons, corrosives and radioactive materials. Common examples of hazardous materials/dangerous goods include spare or loose lithium batteries, fireworks, strike-anywhere matches, aerosols, pesticides, bleach and corrosive materials. Additional information can be found on:

- - [united.com restricted items page](#)
 - [FAA website Pack Safe page](#)
 - [TSA website Prohibited Items page](#)

Refunds Within 24 Hours

When you book and ticket a reservation through [united.com](#), the United mobile app, the United Customer Contact Center, at our ticket counters or city ticket offices, or if you use MileagePlus® miles to book an award ticket, we will allow you to cancel the ticketed reservation without penalty and receive a 100 percent refund of the ticket price to the original form of payment if you cancel the reservation within 24 hours of purchase and if the reservation is made one week or more prior to scheduled flight departure.

IMPORTANT CONSUMER NOTICES

 **Notice of Baggage Liability Limitations** - For domestic travel between points within the United States (except for domestic portions of international journeys), United's liability for loss of, damage to, or delay in delivery of a customer's checked baggage is limited to \$3,500 per ticketed customer unless a higher value is declared in advance and additional charges are paid (not applicable to wheelchairs or other assistive devices). For such travel, United assumes no liability for high value, fragile, perishable, or otherwise excluded items; excess valuation may not be declared on certain types of valuable articles. Further information may be obtained from the carrier. For international travel governed by the Warsaw Convention (including the domestic portions of the trip), maximum liability is approximately 640 USD per bag for checked baggage, and 400 USD per passenger for unchecked baggage. For international travel governed by the Montreal Convention (including the domestic portions of the trip), maximum liability is 1,131 SDRs per passenger for baggage, whether checked or unchecked. For baggage lost, delayed, or damaged in connection with domestic travel, United requires that customers provide preliminary notice within 24 hours after arrival of the flight on which the baggage was or was to be transported and submit a written claim within 45 days of the flight. For baggage damaged or delayed in connection with most international travel (including domestic portions of international journeys), the Montreal Convention and United require customers to provide carriers written notice as follows: (a) for damaged baggage, within seven days from the date of receipt of the damaged baggage; (b) for delayed baggage, within 21 days from the date the baggage should have been returned to the customer. Please refer to Rule 28 of United's Contract of Carriage for important information relating to baggage and other limitations of liability.

 **Notice of Incorporated Terms** - Transportation is subject to the terms and conditions of United's Contract of Carriage, which are incorporated herein by reference. Incorporated terms may include, but are not limited to: 1. Limits on liability for personal injury or death of the customer, and for loss, damage, or delay of goods and baggage, including high value, fragile, perishable, or otherwise excluded items. 2. Claims restrictions, including time periods within which customers must file a claim or bring an action against the carrier. 3. Rights of the carrier to change terms of the contract. 4. Rules about reconfirmation of reservations, check-in times, and refusal to carry. 5. Rights of the carrier and limits on liability for delay or failure to perform service, including schedule changes, substitution of an alternate air carrier or aircraft, and rerouting. The full text of United's Contract of Carriage is available at united.com or you may request a copy at any United ticket counter. Passengers have the right, upon request at any location where United's tickets are sold within the United States, to receive free of charge by mail or other delivery service the full text of United's Contract of Carriage.

 **Notice of Certain Terms** - If you have purchased a restricted ticket, depending on the rules applicable to the fare paid, one or more restrictions including, but not limited to, the following may apply to your travel: (1) the ticket may not be refundable but can be exchanged for a fee for another restricted fare ticket meeting all the rules/restrictions of the original ticket (including the payment of any difference in fares); (2) a fee may apply for changing/canceling reservations; or (3) select tickets may not be eligible for refunds or changes even for a fee; (4) select tickets have no residual value and cannot be applied towards the purchase of future travel; or (5) travel may be restricted to specific flights and/ or times and a minimum and/or maximum stay may be required. United reserves the right to refuse carriage to any person who has acquired a ticket in violation of any United tariffs, rules, or regulations, or in violation of any applicable national, federal, state, or local law, order, regulation, or ordinance. Notwithstanding the foregoing, you are entitled to a full refund if you cancel a ticket purchased at least a week prior to departure within 24 hours of purchase.

 **Notice of Boarding Times** - For Domestic flights, customers must be at the boarding gate at least 15 minutes prior to scheduled departure. For International flights, customers must be at the boarding gate at least 30 minutes prior to scheduled departure. The time limits provided by United in this Notice are minimum time requirements. Customer and baggage processing times may differ from airport to airport. Please visit united.com for information regarding airport-specific boarding times. It is the customer's responsibility to arrive at the airport with enough time to complete check-in, baggage, and security

screening processes within these minimum time limits. Please be sure to check flight information monitors for the correct boarding gate and the departure time of your flight. Failure to be at the boarding gate by the required time could result in the loss of your seat without compensation, regardless of whether you are already checked in or have a confirmed seat and boarding pass.

 **Advice to International Passengers on Carrier Liability** - Passengers on a journey involving an ultimate destination or a stop in a country other than the country of departure are advised that international treaties known as the Montreal Convention, or its predecessor, the Warsaw Convention, including its amendments, may apply to the entire journey, including any portion thereof within a country. For such passengers, the treaty, including contracts of carriage embodied in applicable tariffs, governs, and may limit the liability of the Carrier in respect of death or injury to passengers, and for destruction or loss of, or damage to, baggage, and for delay of passengers and baggage.

 **Notice - Overbooking of Flights** - Airline flights may be overbooked, and there is a slight chance that a seat will not be available on a flight for which a person has a confirmed reservation. If the flight is overbooked, no one will be denied a seat until airline personnel first ask for volunteers willing to give up their reservation in exchange for compensation of the airline's choosing. If there are not enough volunteers, the airline will deny boarding to other persons in accordance with its particular boarding priority. With few exceptions, including failure to comply with the carrier's check-in deadlines, which are available upon request from the air carrier, persons, denied boarding involuntarily are entitled to compensation. The complete rules for the payment of compensation and each airline's boarding priorities are available at all airport ticket counters and boarding locations. *Some airlines do not apply these consumer protections to travel from some foreign countries, although other consumer protections may be available. Check with your airline or your travel agent.*

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For assistance, please contact United Airlines via telephone or via e-mail.

Rebecca Bustamante

Subject: American Airlines AA 2575 Booking ref: TVHDQJ
Location: Miami to DFW
Start: Tue 9/24/2019 6:10 AM
End: Tue 9/24/2019 9:14 AM
Recurrence: (none)
Meeting Status: Meeting organizer
Organizer: Rebecca Bustamante
Required Attendees: Rebecca Bustamante; Commissioner Sid Miller
Optional Attendees: debra.mnursery@gmail.com

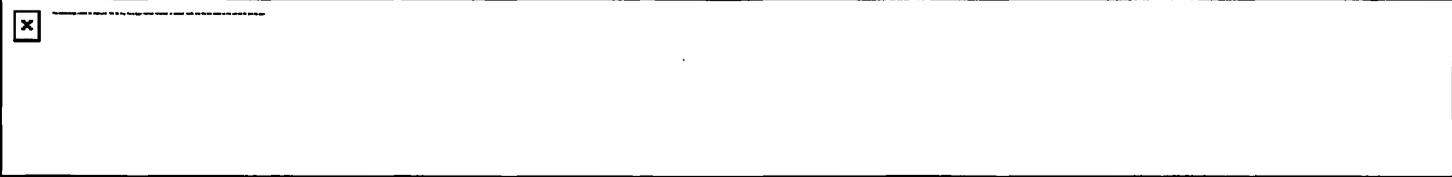
American Airlines AA 2575

Departure	24 September 7:10 AM		Miami, (Miami Intl) (+)
Arrival		24 September 9:14 AM	Dallas, (Dallas Ft Worth Intl) (+)
Duration			03:04 (Non stop)
Distance			1119.09 Miles
Booking status			Confirmed
Class			Economy (S)
Baggage allowance			0Pc
Seat			34J Confirmed
Aircraft			Boeing 777-200/200Er
Flight meal			Food And Beverages For Purchase

From: TRAVEL CENTRAL <noreply@amadeus.com>
Sent: Thursday, September 5, 2019 10:46:57 PM
To: Bernadette Wiltz <bernadette@susta.org>
Subject: MILLER/SIDNEY CARROLL 24Sep MIA

Invoice		Booking ref: TVHDQJ	Check My Trip
		Issued date: 05 September 2019	Baggage Info
		Invoice Number: 0000048723	
Traveler	Sidney Carroll Miller	Agency	TRAVEL CENTRAL 3017 12th Street, METAIRIE LA 70002 United States Of America
		Telephone	504 834-7000
		Fax	(504)834-0159
		Email	laura@travelcentralvacations.com
		Agent initial	LM
Accounting Information	Account Number: 5045685986		
Billing address			

Susta
701 Poydras Street
Ste 3845
New Orleans La 70139



Tuesday 24 September 2019



American Airlines AA 2575

Departure	24 September 7:10 AM	Miami, (Miami Intl) (+)
Arrival	24 September 9:14 AM	Dallas, (Dallas Ft Worth Intl) (+)
Duration		03:04 (Non stop)
Distance		1119.09 Miles
Booking status		Confirmed
Class		Economy (S)
Baggage allowance		0Pc
Seat		34J Confirmed
Aircraft		Boeing 777-200/200Er
Flight meal		Food And Beverages For Purchase

Invoice Details

Air Fare	USD	173.02
Taxes And Airline Imposed Fees	USD	27.28
Air Total	USD	200.30
M Quality Plus Fee		35.00
Invoice Total	USD	235.30

Payment Details

Payment: New *Agy Check Rfnd To Agy Only
Other Charges Payment: Credit Card

Airline Booking Reference(s)

AA: JMGVLX

Ticket details

E-ticket AA 001-7420636095 for Sidney Carroll Miller

General Information

Prices Subject To Change Until Ticketed
*****Non Refundable Ticket*****
Any Changes Or Cancellations* Made And Allowed By Airline Will
Result In Airline Service Fees + Any Change Of Fare.
After Hours 800-639-8160. Fee For Call + Our Normal Fee
For Services Provided. (*Must Notify Airline 2 Hours Prior To
Flight.)

Government Photo Id Required Upon Check In

Baggage Fees Can Be Found At
***Travelcentralvacations.Com/Resources
9Wo96Usda Vietnam Atm***
Res Made By Bernadette Wiltz
Nonrefundable \$235.30
Discounted Refundable \$548.30
Straight Refundable \$995.30

Ecological information

Calculated average CO2 emission is 149.58 kg/person
Source: ICAO Carbon Emissions Calculator
<http://www.icao.int/environmental-protection/CarbonOffset/Pages/default.aspx>



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Page 1 of 1

capps <small>Generalized Accounting and Payroll Personnel Systems</small>		DEPARTMENT OF AGRICULTURE									
		Purchase Voucher									
Payee ID Number / Mail Cd:	70000047442 / PR1	Document Amount:	\$526.98								
Payee Name/Address	SIDNEY C MILLER ADDRESS NOT AVAILABLE STEPHENVILLE, TX 764010000	Business Unit:	55100								
		Origin:	ONL								
		AET:	225 DOC 1								
Invoice Number:	TRAVEL 092219_092319	Header T-code:									
Invoice Date:	12/18/2019	Voucher Print Date:	01/10/2020								
		Accounting Date:	01/10/2020								
Line:	1										
Line Amount:	\$526.98										
Description:	NASDA FOOD SHOW IN MIAMI FLORIDA										
T-code:	225	PCC:	0		USAS Requisition:						
PO Number / Line:			Contract Number:		RTI Number:						
Invoice Received Date:	12/18/2019	Service Date:	09/23/2019	Pmt Due Date:	01/17/2020						
				Rqstd Pmt Date:	01/10/2020						
SFX:	Amount:	ACCT:	FUND:	DEPT:	PROG:	PCA:	APPN YR:	CF1:	CF2:	PRODUCT:	PROJECT:
	\$80.00	7111	0001	10210		29041	2020				202904101
SFX:	Amount:	ACCT:	FUND:	DEPT:	PROG:	PCA:	APPN YR:	CF1:	CF2:	PRODUCT:	PROJECT:
	\$58.58	7112	0001	10210		29041	2020				202904101
SFX:	Amount:	ACCT:	FUND:	DEPT:	PROG:	PCA:	APPN YR:	CF1:	CF2:	PRODUCT:	PROJECT:
	\$322.00	7116	0001	10210		29041	2020				202904101
SFX:	Amount:	ACCT:	FUND:	DEPT:	PROG:	PCA:	APPN YR:	CF1:	CF2:	PRODUCT:	PROJECT:
	\$66.40	7115	0001	10210		29041	2020				202904101

PAID
PAID **JAN 13 2019** **PAID**
 BY: *[Signature]*

DIRECT DEPOSIT

Accounts Payable Contact:	Ramirez, Debra	Phone No:	
I approve this voucher for payment. The above goods or services correspond in every particular with the contract under which they were purchased. The invoice for the goods or services is correct. This payment complies with the General Appropriations Act.			
Approved	Signature	Date	
	<i>[Signature]</i>	1/10/20	



TRAVEL VOUCHER / FORM

1. Archive reference number	2. Agency number 551	3. Agency name Texas Department of Agriculture					4. Current document number 6956
	5. Effective date (Agency use)	6. Doc date (First date of travel) 11/05/19	7. Doc agency 551	8. FY 19	9. Document amount \$ 126.13		
10. Pay to: SID MILLER				11. Title COMMISSIONER			
				12. Designated headquarters AUSTIN			
13. Texas Identification number 70000047442		14. AGENCY USE					

15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
		225	10210	29041	20	7102	45.82
INVOICE NUMBER		PMT DUE DATE		AGENCY USE			
0001							

15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
		225	10210	29041	20	7106	50.00
INVOICE NUMBER		PMT DUE DATE		AGENCY USE			
0001							

15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
		225	10210	29041	20	7105	30.31
INVOICE NUMBER		PMT DUE DATE		AGENCY USE			
0001							

16. Service date (Last date of travel) 11/6/19	17. Description (Agency use only) Traveled to Brisco Museum for speaking engagement.
---	---

18. DISTRIBUTION	AMOUNT
Expense itemization for in-state travel:	
Fares, Public transportation Taxi	
Air fare	
Rental car	
Personal car mileage-This amount comes from the totals in Y for In-State Mileage Total	79 Miles @ (Rate set by Legislature) .58 \$ 45.82
Meals and / or lodging-This amount comes from the totals in J+K (or L, if applicable) fields	\$ 50.00
Hotel Occupancy Tax	
Parking Description: Valet Parking only available parking at hotel	\$ 28.00
Incidental expenses (Itemize) Tax on parking	\$ 2.31
Expense itemization for out-of-state travel:	
Fares, Public transportation Taxi	
Air fare	
Rental car	
Personal car mileage-This amount comes from the totals in Y for Out-of-State Mileage Total	Miles @ (Rate set by Legislature) .58 \$ 0.00
Meals and / or lodging-This amount comes from the totals in V+W (or X, if applicable) fields	
Parking Description:	
Incidental expenses (Itemize)	
TOTAL	\$ 126.13

19. I certify that the expense account shown above is true, correct, and unpaid.			
sign here Claimant <i>Debra Ramirez</i>	Date 11/12/19	sign here Supervisor <i>Stewart Smith</i>	Date 11-15-19
20. Contact name <i>Debra Ramirez</i>		Phone (Area code and number)	21. Agency use
22. Agency Approval sign here		Title	Date TX-TDA-21-0913-A-000404

IN-STATE MEALS AND LODGING										ACTUAL EXPENSE				
A. Leave Headquarters				B. Arrive Headquarters				C. Meals non-overnight not to exceed \$36	D. Meals not to exceed Maximum Rate	E. Lodging not to exceed Maximum Rate	F. TOTAL	G. Meals	H. Lodging	I. TOTAL
Date	Hour	Min.	m.	Date	Hour	Min.	m.							
11/05/19	12	00	P						\$ 23.00	/	\$ 23.00			
				11/06/19	2	00	P		\$ 27.00	/	\$ 27.00			
TOTAL MEALS NON OVERNIGHT								J.	TOTAL MEALS & LODGING		K. \$ 50.00	TOTAL ACTUAL EXPENSE		L.

OUT-OF-STATE MEALS AND LODGING										ACTUAL EXPENSE				
M. Leave Headquarters				N. Arrive Headquarters				O. Meals non-overnight not to exceed \$36	P. Meals not to exceed Maximum Rate	Q. Lodging not to exceed Maximum Rate	R. TOTAL	S. Meals	T. Lodging	U. TOTAL
Date	Hour	Min.	m.	Date	Hour	Min.	m.							
TOTAL MEALS NON OVERNIGHT								V.	TOTAL MEALS & LODGING		W.	TOTAL ACTUAL EXPENSE		X.

DATE	Y. INFORMATION REQUIRED BY TEXTRAVEL AND OTHER PERTINENT INFORMATION	TYPE (I or O)	MILEAGE POINT TO POINT*
11/05/19	Traveled <u>via personally owned vehicle to San Antonio, Tx to attend and speak at an event at the Briscoe Musuem next day.</u>	I	79.00
11/06/19	Attended and spoke at the event at the <u>Briscoe Museum.</u> Checked out of hotel and proceeded back to Austin Headquarters. END OF TRIP.	I	79.00

* Show point-to-point breakdown, including intra-city mileage claims

IN-STATE MILEAGE TOTAL	I	79	OUT-OF-STATE MILEAGE TOTAL	Q	0
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PX-TDA-21-0913-A-000405

MENGER HOTEL

Sid Miller
[REDACTED]

United States

INFORMATION INVOICE

Travel Agent HOTEL ENGINE LLC

Folio No.: 414613

Room No.: 3027

Arrival: 11-05-19

Departure: 11-06-19

Printed on: 11-19-19

Date	Description	Additional Information	Charges	Credits
11-05-19	Deposit Transferred at Check-In			331.58
11-05-19	Menger Bar	CHECK# 0011571	30.98	
11-05-19	Room Charge		280.50	
11-05-19	PID Fee		3.51	
11-05-19	State Occupancy Tax		17.04	
11-05-19	City Occupancy Tax		25.56	
11-05-19	County Occupancy Tax		4.97	
11-05-19	Valet Parking		28.00	
11-05-19	Sales Tax		2.31	
11-06-19	Discover	[REDACTED]		61.29
Total			392.87	392.87
Balance			0.00	

Terms: Due and payable upon presentation. I agree that my liability for this bill is not waived and agree to be held personally liable in the event that the indicated person, company or association fails to pay for any part or the full amount of these charges.



COMMISSIONER SID MILLER

Texas Department of Agriculture
Travel Request for In-State

ATR-400

Form with sections: 1 EMPLOYEE INFORMATION, 2 PURPOSE OF TRAVEL, 3 TRAVEL DATES AND TIME, 4 TRAVEL LOCALE, 5 DESCRIBE SPECIFIC PURPOSE OF TRAVEL. Includes fields for name, title, dates, times, and expenses.

SECTION A

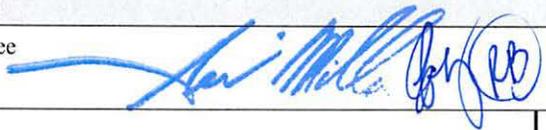
Traveler's Name SID MILLER	Return Date 11/06/2019	Amount \$449.64
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¹ TRAVEL EXPENSE ITEMIZATIONS														
LOCATIONS IN-STATE		PER DIEM (7106)			TRANSPORTATION									
Departure City	Destination City	Estimated Meal Expense Days X GSA Rate* or Actual	Estimated Lodging Expense Days X GSA Rate* or Actual	Direct Billed Hotel	State Vehicle	Estimated Mileage Expense (7102) (Miles X 0.580=Cost)		Commercial Airline (7101)		Aircraft Pooling Board (7445)		Rental Vehicle (7101)		Parking, Tolls, (7105) or Taxi (7101)
						Miles	Cost		BTA		BTA		BTA	
AUSTIN	SAN ANTONIO	\$ 23.00	\$ 280.00	<input checked="" type="checkbox"/>	<input type="checkbox"/>	79.00	\$45.82	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	28.00
SAN ANTONIO	AUSTIN	\$ 27.00	\$	<input type="checkbox"/>	<input type="checkbox"/>	79.00	\$45.82	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Total		\$50.00	\$280.00	<input type="checkbox"/>	<input type="checkbox"/>	158.00	\$91.64	\$0.00	<input type="checkbox"/>	\$0.00	<input type="checkbox"/>	\$0.00	<input type="checkbox"/>	\$28.00

¹ TRAVEL ADVANCE REQUEST, IF NEEDED	
SECTION C	Is travel advance needed? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, complete ATR-403 Travel Advance Request form using Totals from above.
	Total for Meals \$50.00 Total for Lodging \$280.00 Total Parking, Tolls, or Taxi \$28.00 TOTAL EXPENSES: \$ 358.00 80%= Maximum Advance Amount \$ 286.40

*Attach a hard copy of the GSA per Diem rate to this request, found at http://www.gsa.gov/Portal/gsa/ep/contentView.do?contentId=17943&contentType=GSA_BASIC.

Traveler's Name SID MILLER	Return Date 11/06/2019	Amount \$449.64
----------------------------	------------------------	-----------------

SECTION D	¹ APPROVALS		
	Requesting Employee		Date (mm/dd/yy) 11/5/19 (RB)
	AC/RD	<input type="checkbox"/> Approved <input type="checkbox"/> Not approved <input type="checkbox"/> Revise	
	Travel Accountant	<input type="checkbox"/> Filed	
	¹ SIGNATURE OF SUPERVISOR		
	Supervisor Signature	Supervisor Printed Name	Date (mm/dd/yyyy)
		<input type="checkbox"/> Approved <input type="checkbox"/> Disapproved <input type="checkbox"/> Revise	
Reason(s) for disapproval			
Assistant Commissioner/Regional Director	<input type="checkbox"/> Concur <input type="checkbox"/> Do not concur		
Date (mm/dd/yyyy)			

SECTION E	¹ CHECKLIST TO BE COMPLETED BY REQUESTING EMPLOYEE
	Please use this checklist to ensure you are sending all of the necessary information and documents. <input type="checkbox"/> ATR-400 Travel Request for In-State form <input type="checkbox"/> ATR-403 Travel Advance Request form (if applicable)

Itinerary Details

Confirmation #: JKFZFR

*Commissioner
Spokane at Prisco*

Thanks for choosing Hotel Engine



Menger Hotel

204 Alamo Plaza, San Antonio, TX, 78205
210-223-4361

[View Itinerary](#)

Trip Details

Confirmation #: JKFZFR
Check-In: Tuesday, November 5, 2019
Check-Out: Wednesday, November 6, 2019
Nights: 1
Guests: 2
Guest Names: SID MILLER
Rooms: 1
Room Type: 1 Bdr Suite 1 King Bd Lvg Area Free Wireless Gilchrist
N Soames Bath Products Ccra - Free Wifi Next To
Alamo Onsite Bar And Rest Dwtwn Near Riverwalk

Traveler Details

Account: Department of Agriculture
Traveler: SID MILLER
Department: Default

Summary of Charges

Payment: Direct Bill

Room 1:

Tue, Nov 5 : \$280.50 (GSA \$127)
Room 1 Total: \$280.50

Taxes and Fees: \$51.08

Total Charges: \$331.58

Cancellation Policy

Click the button below to cancel your reservation online. Please note that only eligible reservations may be canceled online.

[Cancel Reservation](#)

For the room type you've selected, you can cancel your reservation for a full refund up until 11:59 PM on 11/4/2019 EST.

Refunds or cancellations are not available after 11:59 PM on 11/4/2019 EST.

AMERICAN
OVERSIGHT
Incidental Charges

TX-TDA-21-0913-A-000410

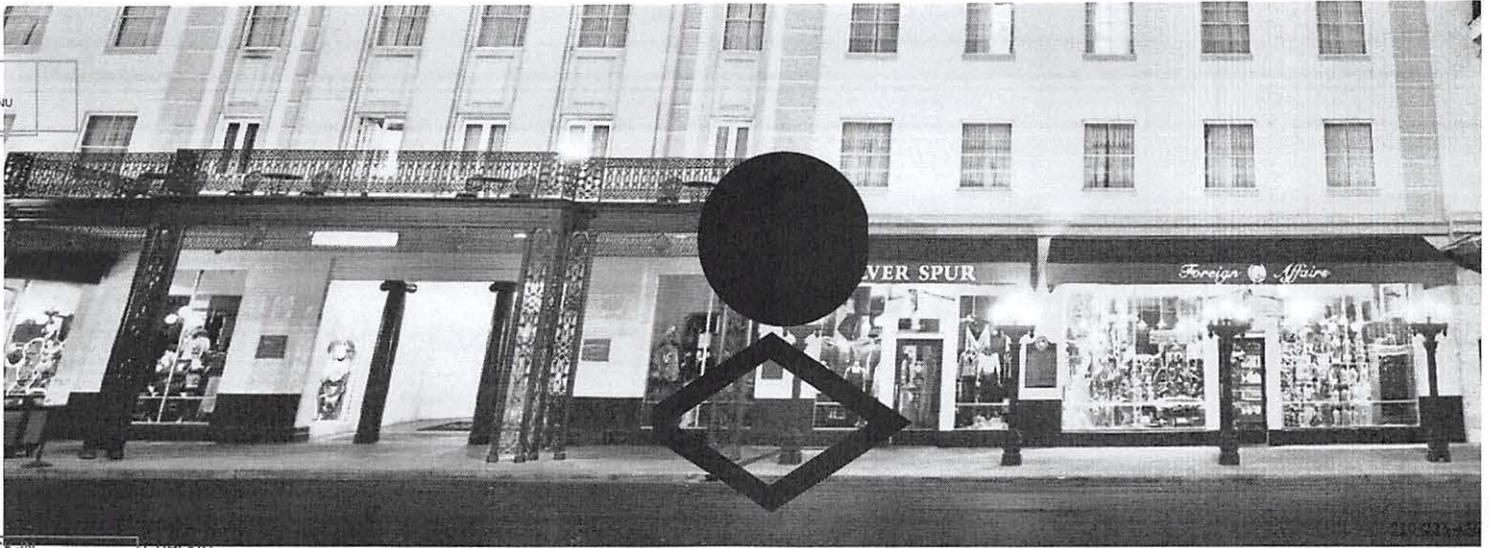
upon check-out.

Need Assistance?

Contact Hotel Engine Support: 855-567-4683

For faster service, mention itinerary #JKFZFR

MENU



- CHECK-IN Checkin
- CHECK-OUT Checkout
- Hotel Policies

1 Hotel Amenities And Fees

0

0 Check-in Time | 3:00 pm

Children

0 Check-out Time | 1:00 am

Minimum check-in age (21)

Valet Parking Only: \$28 per day*
 *Includes in/out privileges. Fee charged at the time of service.

*reimbursable
 only parking available. -
 (RB)*

Valet Parking for Sunday Brunch at The Colonial Room Restaurant: \$5 plus tax

Non-refundable pet fee: \$125 per pet, per stay
 *Maximum of 1 pet per room. Pets may not be left unattended.

Refrigerator based on availability

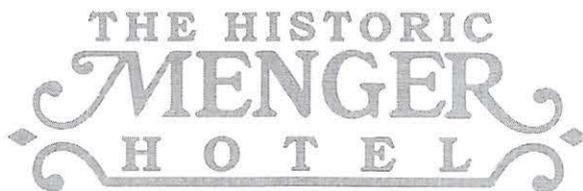
Rollaway bed based on availability and room type permitting*
 *\$20 plus 16.75% occupancy tax and 1.25% San Antonio Tourism PID (Public Improvement District) fee per stay. Limit one per room.

Room Service:
 Sunday - Thursday from 6:30 am to 10:00 pm
 Friday - Saturday from 6:30 am to 11:00 pm

Pool Hours: 9:00 am to 10:00 pm

Incidental Charges: A minimum hold of \$50 per day, placed on your credit/debit card, is required for incidental charges.

Note: The above list may not be comprehensive. Fees and deposits may not include tax and are subject to change.



- [Blog](#)
- [FAQ](#)
- [Stash Rewards](#)
- [Careers](#)
- [Contact Us](#)
- [Hotel Policies](#)

AMERICAN OVERSIGHT

Travelers will not be reimbursed for meal expenses incurred for any trip not requiring an overnight stay.

2.5. Lodging

- a. *Lodging Choice.* Travelers should utilize the Hotel Engine platform to book hotels. Employees are responsible for ensuring that they find a lodging rate at or below the maximum reimbursable lodging rate for travel for that location. See b. below for exceptions to using Hotel Engine. Hotel Engine can be located here: <https://www.hotelengine.com/login>
- b. *Lodging Exceptions.* Travelers can see the lodging exceptions allowed by the Comptroller here: <https://comptroller.texas.gov/purchasing/programs/travel-management/exceptions.php> The exceptions are lower cost to the state, unavailability of contract travel services, special needs (safety, health, disability), in travel status, and group programs (conferences).
- c. *Sharing a Room.* When a Traveler shares a room with another TDA employee, the room charges must be paid separately, and each Traveler is only eligible for reimbursement of fifty percent (50%) of the room cost.
- d. *Receipts.* Receipts must show that the charges are paid-in-full and be billed to the Traveler.

2.6. Actual Expenses

- a. Actual Expense reimbursement may be claimed by:
 - I. The Commissioner;
 - II. The Deputy Commissioner;
 - III. An Assistant Commissioner or General Counsel when acting as a designee on behalf of the Commissioner;
 - IV. Any employee accompanying the Commissioner or Deputy Commissioner on a trip and who has prior written approval from the Commissioner or Deputy Commissioner (written authorization must accompany TVF);
 - V. A TDA employee traveling internationally;
 - VI. Members of an advisory board of TDA may claim actual only if authorized by statute (TVF must be submitted in accordance with TDA Travel Reimbursement Procedures); and
 - VII. An employee designated by the Commissioner to represent him at a meeting (written designation from the Commissioner must accompany the TVF).
- b. If the individual is being reimbursed for actual meal and lodging expenses incurred inside the continental United States, then the maximum amount of that reimbursement is equal to twice the amount that could be reimbursed to a regular state employee.
- c. Proper justification for requesting actual expenses must be submitted with the TVF.
- d. Receipts are not required for submission by the Commissioner, Deputy Commissioner, or the General Counsel or an Assistant Commissioner when acting as a designee on behalf of the Commissioner.

Section 3. Mileage, Parking and Vehicle Expenses

3.1. TDA Fleet Vehicle

When possible, Travelers should always utilize a TDA fleet vehicle as a means for traveling from designated headquarters to their destination. Travel via a personally owned vehicle (POV) must be



DEPARTMENT OF AGRICULTURE

Purchase Voucher

Payee ID Number / Mail Cd: 70000047442 / PR1

Document Amount: \$126.13

Payee Name/Address: SIDNEY C MILLER
ADDRESS NOT AVAILABLE
STEPHENVILLE, TX 764010000

Business Unit: 55100
Origin: ONL
AET: 225 DOC 1

Invoice Number: TRAVEL 110519_110619
Invoice Date: 11/18/2019

Header T-code:
Voucher Print Date: 11/20/2019
Accounting Date: 11/20/2019

Line: 1
Line Amount: \$126.13
Description: SPEAKING ENGAGEMENT

T-code: 225 PCC: 0 USAS Requisition:
PO Number / Line: Contract Number:

RTI Number:
Receiver Number:

Invoice Received Date: 11/18/2019 Service Date: 11/06/2019 Pmt Due Date: 12/18/2019 Rqstd Pmt Date: 11/20/2019

SFX:	Amount:	ACCT:	FUND:	DEPT:	PROG:	PCA:	APPN YR:	CF1:	CF2:	PRODUCT:	PROJECT:
	\$45.82	7102	0001	10210		29041	2020				202904101
SFX:	Amount:	ACCT:	FUND:	DEPT:	PROG:	PCA:	APPN YR:	CF1:	CF2:	PRODUCT:	PROJECT:
	\$50.00	7106	0001	10210		29041	2020				202904101
SFX:	Amount:	ACCT:	FUND:	DEPT:	PROG:	PCA:	APPN YR:	CF1:	CF2:	PRODUCT:	PROJECT:
	\$30.31	7105	0001	10210		29041	2020				202904101

PAID
PAID BY: NOV 21 2019
DIRECT DEPOSIT

Accounts Payable Contact: Ramirez, Debra Phone No:

I approve this voucher for payment. The above goods or services correspond in every particular with the contract under which they were purchased. The invoice for the goods or services is correct. This payment complies with the General Appropriations Act.

Approved Signature: *Am* Date: 11/20/19



TRAVEL VOUCHER / FORM

1. Archive reference number	2. Agency number 551	3. Agency name Texas Department of Agriculture <i>1361.09</i>				4. Current document number <i>18358</i>
	5. Effective date (Agency use)	6. Doc date (First date of travel) 02/22/20	7. Doc agency 551	8. FY 20	9. Document amount <i>X</i> \$ 1,361.10	
10. Pay to: SID MILLER				11. Title COMMISSIONER		
				12 Designated headquarters AUSTIN		
13. Texas Identification number 70000047442PR1		14. AGENCY USE				

15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
		225	10210	29041	20	7111	20.00
INVOICE NUMBER		PMT DUE DATE		AGENCY USE			
0001							
AGENCY USE							

15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
		225	10210	29041	20	7112	69.57
INVOICE NUMBER		PMT DUE DATE		AGENCY USE			
0001							
AGENCY USE							

15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
		225	10210	29041	20	7116	1025.00
INVOICE NUMBER		PMT DUE DATE		AGENCY USE			
0001							
AGENCY USE							

16. Service date (Last date of travel) 2/26/20	17. Description (Agency use only) Traveled to NASDA Winter Policy Conference
---	---

18. DISTRIBUTION	AMOUNT
Expense itemization for in-state travel:	
Fares, Public transportation Taxi	
Air fare	
Rental car	
Personal car mileage- <i>This amount comes from the totals in Y for In-State Mileage Total</i>	Miles @ (Rate set by Legislature) .575 \$ 0.00
Meals and / or lodging- <i>This amount comes from the totals in J+K (or L, if applicable) fields</i>	
Hotel Occupancy Tax	
Parking Description:	
Incidental expenses (Itemize)	
Expense itemization for out-of-state travel:	
Fares, Public transportation Taxi	20.00
Air fare	
Rental car	\$ 20.00
Personal car mileage- <i>This amount comes from the totals in Y for Out-of-State Mileage Total</i>	121 Miles @ (Rate set by Legislature) .575 \$ 69.57
Meals and / or lodging- <i>This amount comes from the totals in V+W (or X, if applicable) fields</i>	
Parking Description: Dallas Love Field Airport Parking	\$ 75.00
Incidental expenses (Itemize) Hotel Occupancy and Hotel Self Parking	
TOTAL	
<i>X</i> \$ 1,361.10	

19. I certify that the expense account shown above is true, correct, and unpaid.		<i>1361.09</i>
Claimant <i>Debra Ramirez</i> Date: <i>3/18/2020</i>	Supervisor <i>James Schmidt</i> Date: <i>3-18-20</i>	
20. Contact name <i>DEBRA RAMIREZ</i>	Phone (Area code and number)	21. Agency use
22. Agency Approval <i>Debra Ramirez</i>	Title	Date TX-TDA-21-0913-A-000415

TRAVEL VOUCHER / FORM CONTINUATION

1. Doc agency 551	2. Current document number
----------------------	----------------------------

15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
		225	10210	29041	20	7115	246.52
	INVOICE NUMBER 0001	PMT DUE DATE	AGENCY USE				
	AGENCY USE						

15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
	INVOICE NUMBER	PMT DUE DATE	AGENCY USE				
	AGENCY USE						

15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
	INVOICE NUMBER	PMT DUE DATE	AGENCY USE				
	AGENCY USE						

15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
	INVOICE NUMBER	PMT DUE DATE	AGENCY USE				
	AGENCY USE						

15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
	INVOICE NUMBER	PMT DUE DATE	AGENCY USE				
	AGENCY USE						

15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
	INVOICE NUMBER	PMT DUE DATE	AGENCY USE				
	AGENCY USE						

15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
	INVOICE NUMBER	PMT DUE DATE	AGENCY USE				
	AGENCY USE						

15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
	INVOICE NUMBER	PMT DUE DATE	AGENCY USE				
	AGENCY USE						

[Handwritten signature in blue ink]

IN-STATE MEALS AND LODGING										ACTUAL EXPENSE				
A. Leave Headquarters				B. Arrive Headquarters				C. Meals non-overnight not to exceed \$36	D. Meals not to exceed Maximum Rate	E. Lodging not to exceed Maximum Rate	F. TOTAL	G. Meals	H. Lodging	I. TOTAL
Date	Hour	Min.	m.	Date	Hour	Min.	m.							
TOTAL MEALS NON OVERNIGHT								J.	TOTAL MEALS & LODGING		K.	TOTAL ACTUAL EXPENSE		L.

OUT-OF-STATE MEALS AND LODGING										ACTUAL EXPENSE				
M. Leave Headquarters				N. Arrive Headquarters				O. Meals non-overnight not to exceed \$36	P. Meals not to exceed Maximum Rate	Q. Lodging not to exceed Maximum Rate	R. TOTAL	S. Meals	T. Lodging	U. TOTAL
Date	Hour	Min.	m.	Date	Hour	Min.	m.							
02/22/20	10	00	A						\$ 53.00		\$ 53.00		\$ 184.00	\$ 184.00
02/23/20									\$ 76.00		\$ 76.00		\$ 184.00	\$ 184.00
02/24/20									\$ 76.00		\$ 76.00		\$ 184.00	\$ 184.00
02/25/20									\$ 27.00		\$ 27.00		\$ 184.00	\$ 184.00
				02/26/20	10	00	P		\$ 57.00		\$ 57.00			
TOTAL MEALS NON OVERNIGHT								V.	TOTAL MEALS & LODGING		W. \$ 289.00	TOTAL ACTUAL EXPENSE		X. \$ 736.00

DATE	Y. INFORMATION REQUIRED BY TEXTRAVEL AND OTHER PERTINENT INFORMATION	TYPE (I or O)	MILEAGE POINT TO POINT*
02/22/20	Traveled via personally owned vehicle to Dallas Love Field to board a flight to Arlington, VA to attend and participate in the NASDA Winter Policy Conference. Secured Lodging and remained overnight	O	111.00
02/23/20	Attended the NASDA Winter Policy Conference. Remained overnight.		
02/24/20	Attended the NASDA Winter Policy Conference. Secured rental vehicle. Remained Overnight.		
02/25/20	Attended the NASDA Winter Policy Conference. Remained Overnight.		

* Show point-to-point breakdown, including intra-city mileage claims

335	MILLER/SID	184.00	02/26/20	DUPLICATE 12:25	12618	42346
ROOM	NAME	RATE	DEPART	TIME	ACCT#	GROUP
GK	[REDACTED]		02/22/20			
TYPE			ARRIVE	TIME		
	764018672					
ROOM	ADDRESS	PAYMENT			MB#:	594391906
CLERK						

DATE	REFERENCES	CHARGES	CREDITS	BALANCES DUE
02/22	TELECOMM	FREEHSIA	.00	
02/22	GIFTSHOP	8296 335	9.81	
02/22	GP ROOM	335, 1	184.00 ✓	
02/22	ROOM TAX	335, 1	11.04	
02/22	OCC TAX	335, 1	13.34	
02/23	SOCCI	1431 335	10.00	
02/23	MOVIES	MOVIE	.00	
02/23	TELECOMM	FREEHSIA	.00	
02/23	GP ROOM	335, 1	184.00 ✓	
02/23	ROOM TAX	335, 1	11.04	
02/23	OCC TAX	335, 1	13.34	
02/24	TELECOMM	FREEHSIA	.00	
02/24	GP ROOM	335, 1	184.00 ✓	
02/24	ROOM TAX	335, 1	11.04	
02/24	OCC TAX	335, 1	13.34	
02/24	VALET	VALET	42.00 →	
02/25	GIFTSHOP	8407 335	16.96	
02/25	GP ROOM	335, 1	184.00 ✓	
02/25	ROOM TAX	335, 1	11.04	
02/25	OCC TAX	335, 1	13.34	
02/25	TELECOMM	FREEHSIA	.00	
02/25	VALET	VALET	42.00 →	
02/26	CCARD-DS	[REDACTED]		
			954.29	
				.00

Handwritten:
 valet 42.00 37.00
 42.00 37.00

 74.00

Was that the best night's sleep you have ever had? Have a repeat performance at your place by visiting CollectRenaissance.com.

This statement is your only receipt. You have agreed to pay in cash or by approved personal check or to authorize us to charge your credit card for all amounts charged to you. The amounts shown in the credit column opposite any credit card entry in the reference column above will be charged to the credit card number set forth above. (The credit card company will bill in the usual manner.) If for any reason the credit card company does not make payment on this account, you will owe us such amount. If you are direct billed, in the event payment is not made within 25 days after check-out, you will owe us interest from the check-out date on any unpaid amount at the rate of 1.5% per month (ANNUAL RATE 18%), or the maximum allowed by law, plus the reasonable cost of collection, including attorney fees.



 An official website of the United States government



FY 2020 Per Diem Rates for District of Columbia

I'm interested in:

Lodging by month (excluding taxes) | October 2019 - September 2020

Cities not appearing below may be located within a county for which rates are listed. To determine what county a city is located in, visit the National Association of Counties (NACO) website (a non-federal website).

Primary Destination 	County 	2019 Oct	Nov	Dec	2020 Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
Standard Rate	Applies for all locations without specified rates	\$96	\$96	\$96	\$96	\$96	\$96	\$96	\$96	\$96	\$96	\$96	\$96
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)	\$240	\$184	\$184	\$184	\$184	\$256	\$256	\$256	\$256	\$169	\$169	\$240

Meals & Incidentals (M&IE) Breakdown ⁱ

Use this table to find the following information for federal employee travel:

M&IE Total - the full daily amount received for a single calendar day of travel when that day is neither the first nor last day of travel.

Breakfast, lunch, dinner, incidentals - Separate amounts for meals and incidentals. M&IE Total = Breakfast + Lunch + Dinner + Incidentals. Sometimes meal amounts must be deducted from trip voucher. See More Information

First & last day of travel - amount received on the first and last day of travel and equals 75% of total M&IE.

Primary Destination ⁱ	County ⁱ	M&IE Total	Continental Breakfast/Breakfast	Lunch	Dinner	Incidental Expenses	First & Last Day of Travel ⁱ
Standard Rate	Applies for all locations without specified rates	\$55	\$13	\$14	\$23	\$5	\$41.25
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)	\$76	\$18	\$19	\$34	\$5	\$57.00

I'm interested in:

2/22 53.00
 2/23 76.00
 2/24 76.00
 2/25 ~~76.00~~ 27.00 - 19 - 30
 2/26 57.00 - 19

Last Reviewed: 2020-01-10

Handwritten calculations:
 76
 - 30

 46
 - 19

 27

ALEXANDRIA UNION CAB
(703)683-1200 - 24 Hr. Dispatch Service

FROM Regin Air Port
TO Woroff
DATE 2-22-2020 FARES 20 u
DRIVER'S NAME H. Khan CAB# 20 u

By Request, We Accept



Each Cab Independently Owned & Operated

No Additional Drivers are authorized to drive the vehicle with the exception of the drivers listed below.
(Additional driver names listed here if applicable)

Please keep this Rental Agreement Summary with you in the vehicle during the rental.

 Local Addenda

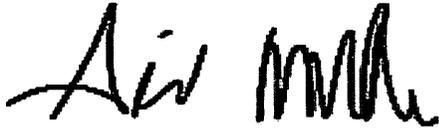
NOTICE: THIS CONTRACT OFFERS, FOR AN ADDITIONAL CHARGE, A COLLISION DAMAGE WAIVER TO COVER YOUR RESPONSIBILITY FOR DAMAGE TO THE VEHICLE. BEFORE DECIDING WHETHER TO PURCHASE THE COLLISION DAMAGE WAIVER, YOU MAY WISH TO DETERMINE WHETHER YOUR OWN VEHICLE INSURANCE AFFORDS YOU COVERAGE FOR DAMAGE TO THE RENTAL VEHICLE AND THE AMOUNT OF THE DEDUCTIBLE UNDER YOUR OWN COVERAGE. THE PURCHASE OF THIS COLLISION DAMAGE WAIVER IS NOT MANDATORY AND MAY BE WAIVED. By your signature Renter acknowledges receipt of this notice:

Renter: X _____

*VLF is the Vehicle License Fee recovery, see Page 2, 3.b.8 of the Rental Agreement Jacket.

By signing this agreement Renter agrees to Enterprise's collection of information about Renter's use of Vehicle and Texting & Calling terms. See Paragraphs 21 and 23 in the Rental Agreement Jacket.

RENTER ACKNOWLEDGEMENT OF LOCAL ADDENDUM



 **TERMS AND CONDITIONS**

[Click to view Terms and Conditions](#)

FORM# 16.21.VA-JK_UC19

RENTER ACKNOWLEDGEMENT OF THE ENTIRE AGREEMENT

I, THE "RENTER" SIGNING BELOW, HAVE READ AND AGREE TO THE TERMS AND CONDITIONS IN THE RENTAL AGREEMENT JACKET. BY SIGNING BELOW, I AM AUTHORIZING OWNER TO CHARGE TO THE CREDIT CARD(S) AND/OR DEBIT CARD(S) THAT I HAVE PROVIDED TO OWNER ALL AMOUNTS OWED BY ME UNDER THIS AGREEMENT FOR ADVANCE DEPOSITS, INCREMENTAL AUTHORIZATIONS/DEPOSITS, AND ANY OTHER AMOUNTS OWED BY ME, AS WELL AS PAYMENTS REFUSED BY

A THIRD PARTY TO WHOM BILLING WAS DIRECTED. I ALSO AUTHORIZE OWNER TO RE-INITIATE ANY CHARGE TO MY CARD(S) THAT IS DISHONORED FOR ANY REASON. I CERTIFY THAT THE DRIVERS LICENSE(S) PRESENTED IS CURRENTLY VALID AND IS NOT SUSPENDED, EXPIRED, REVOKED, CANCELLED OR SURRENDERED. I FURTHER ACKNOWLEDGE AND CONSENT TO THE DISPUTE RESOLUTION PROVISIONS CONTAINED IN THIS AGREEMENT.



8NB39R

Terms and Conditions electronically accepted by the Renter
2/24/20 at 11:45 AM

Parking

Dallas Love Field
8008 Herb Keilleher Way
Dallas, 75235

MPS310 02/26/20 19:10
Cashier 35
Receipt 012000

Short-term parking tkt
A - No. 087032
02/22/20 10:03
02/26/20 19:10
Period 4d9h8'

\$75.00

Sub Total \$75.00
Ust. \$0.00

Total \$75.00

Payment Received
RID A00000152
PIX 3010
CARD ***** [REDACTED]
AUTHORIZATION 02678R
PURCHASE USD75.00
APPROVED

All Amounts in USD.
Deliv. Date=Receipt Date

Signature

ht
ing

Rebecca Bustamante

Subject: Hotel Reservation at Renaissance Arlington
Location: Arlington VA

Start: Sat 2/22/2020 12:00 AM
End: Thu 2/27/2020 12:00 AM
Show Time As: Free

Recurrence: (none)

Meeting Status: Meeting organizer

Organizer: Rebecca Bustamante
Required Attendees: Commissioner Sid Miller

From: no-reply@marriott.com <no-reply@marriott.com>
Sent: Tuesday, December 10, 2019 12:55 PM
To: Rebecca Bustamante <Rebecca.Bustamante@TexasAgriculture.gov>
Subject: SID MILLER (PTHACKER@OUR-TOWN.COM) sent you an email from www.marriott.com

WARNING: This email originated from outside of the Texas Department of Agriculture email system. DO NOT click links or open attachments unless you expect them from the sender and know the content is safe.

This Marriott.com reservation email has been forwarded to you by SID MILLER (PTHACKER@OUR-TOWN.COM)

Renaissance Arlington Capital View Hotel
2800 South Potomac Ave
Arlington, Virginia 22202
USA
+17034131300
Fax: +17034133648

Guest name: SID MILLER
Confirmation Number: 90502486
Check-in: Saturday, February 22, 2020
Check-out: Thursday, February 27, 2020
Number of guests: 1
Number of rooms: 1

Room Preferences & Description:
Guest room, King or Double
Room 1:
No room preferences were selected.

This hotel has a smoke-free policy

Summary of Charges:

1room(s) for 5night(s)

Saturday, February 22, 2020 - 184.00

Sunday, February 23, 2020 - 184.00

Monday, February 24, 2020 - 184.00

Tuesday, February 25, 2020 - 184.00

Wednesday, February 26, 2020 - 184.00

Total cash rate-920.00

Estimated government taxes and fees - 121.9

Total for stay in hotel's currency - 1,041.90 USD

On-site parking, fee: 11 USD hourly, 37 USD daily, Valet parking, fee: 42 USD daily

Rate Rules:

Modifying Your Reservation

Please note that a change in the length or dates of your reservation may result in a rate change.



COMMISSIONER SID MILLER

Texas Department of Agriculture
Travel Request for
Out-of-State, International or Washington, D. C.

DOC No. PT _____

ATR-401

Form with sections: 1 EMPLOYEE INFORMATION, 2 PURPOSE OF TRAVEL, 3 TRAVEL DATES AND TIME, 4 TRAVEL LOCALE, 5 DESCRIBE SPECIFIC PURPOSE OF TRAVEL. Includes fields for name, title, dates, times, and expense breakdown.

http://www.oanda.com/convert/classic (Currency converter)

Traveler's Name SID MILLER	Return Date 02/26/2020	Amount \$1,401.50
-----------------------------------	------------------------	-------------------

TRAVEL EXPENSE ITEMIZATIONS FOR OUT OF STATE (INCLUDING MEXICO AND CANADA) OR WASHINGTON, D. C.													
Locations OUT-of-STATE		PER DIEM (7116)			TRANSPORTATION (BTA – Bill to Agency)								
SECTION B	Departure City	Destination City	Estimated Meal Expense Days X GSA Rate* or Actual	Estimated Lodging Expense Days X GSA Rate* or Actual	Direct Billed Hotel	State Vehicle	Estimated Mileage Expense (7102) (Miles X0.575=Cost)		Commercial Airline Enter 'BTA' or Amount (7111)	Rental Vehicle Enter 'BTA' or Amount (7111)		Parking, Tolls, (7115) or Taxi (7111)	
							Miles	Cost		BTA		BTA	
	AUSTIN	ARLINGTON, VA	\$ 1041.00	\$ 310.50	<input type="checkbox"/>	<input type="checkbox"/>		\$ 0.00		<input checked="" type="checkbox"/>		<input type="checkbox"/>	50.00
	ARLINGTON, VA	AUSTIN	\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$ 0.00		<input type="checkbox"/>		<input type="checkbox"/>	
			\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$ 0.00		<input type="checkbox"/>		<input type="checkbox"/>	
			\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$ 0.00		<input type="checkbox"/>		<input type="checkbox"/>	
			\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$ 0.00		<input type="checkbox"/>		<input type="checkbox"/>	
	Total		\$ 1041.00	\$ 310.50	<input type="checkbox"/>	<input type="checkbox"/>	0.00	\$ 0.00	\$ 0.00	<input type="checkbox"/>	\$ 0.00	<input type="checkbox"/>	\$ 50.00

TRAVEL EXPENSE ITEMIZATIONS FOR INTERNATIONAL (7121)													
Locations OUT-of-STATE		PER DIEM			TRANSPORTATION (BTA – Bill to Agency)								
SECTION C	Departure City	Destination City	Estimated Meal Expense Days X US Dept of State International Rate**	Estimated Lodging Expense Days X US Dept of State International Rate**	Direct Billed Hotel	State Vehicle	Estimated Mileage Expense (7102) (Miles X0.575=Cost)		Commercial Airline Enter 'BTA' or Amount	Rental Vehicle Enter 'BTA' or Amount		Parking, Tolls, (7115) or Taxi (7111)	
							Miles	Cost		BTA		BTA	
			\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$ 0.00		<input type="checkbox"/>		<input type="checkbox"/>	
			\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$ 0.00		<input type="checkbox"/>		<input type="checkbox"/>	
			\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$ 0.00		<input type="checkbox"/>		<input type="checkbox"/>	
	Total		\$ 0.00	\$ 0.00	<input type="checkbox"/>	<input type="checkbox"/>	0.00	\$ 0.00	\$ 0.00	<input type="checkbox"/>	\$ 0.00	<input type="checkbox"/>	\$ 0.00

SECTION D	TRAVEL ADVANCE REQUEST, IF NEEDED	
	Is travel advance needed? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, complete form ATR-403 Travel Advance Request form using Totals from above.	
	Total for Meals \$ 1041.00 Total for Lodging \$ 310.50 Total Parking, Tolls, or Taxi \$ 50.00	
	TOTAL EXPENSES: \$ 1401.50 80%= Maximum Advance Amount \$ 1121.20	

*Attach a hard copy of the GSA per Diem rate to this request, found at http://www.gsa.gov/Portal/gsa/ep/contentView.do?contentId=17943&contentType=GSA_BASIC.



** Attach a hard copy of the US Department of State International Rate to this request, found at http://aoprals.state.gov/web920/per_diem_action.asp?MenuHide=1&CountryCode=1114.

Traveler's Name SID MILLER	Return Date 02/26/2020	Amount \$1,401.50
----------------------------	------------------------	-------------------

SECTION E	1 APPROVALS		
	Requesting Employee	Date (mm/dd/yyyy)	
	Budget Analyst	<input type="checkbox"/> Approved <input type="checkbox"/> Not approved <input type="checkbox"/> Revise	1/27/2020
	Deputy Commissioner (for international, D.C., and for Exec or Senior Staff)	<input checked="" type="checkbox"/> Approved <input type="checkbox"/> Not approved <input type="checkbox"/> Revise	2/11/20
	Travel Accountant	<input type="checkbox"/> Reviewed	
	Encumbrance Accountant	<input type="checkbox"/> Encumbered	
	Travel Accountant	<input type="checkbox"/> File	
	Reason for disapproval (please initialize)		
	1 SIGNATURE OF SUPERVISOR		
	Supervisor Signature	Supervisor Printed Name	Date (mm/dd/yyyy)
	<input checked="" type="checkbox"/> Approved <input type="checkbox"/> Disapproved <input type="checkbox"/> Revise	2/11/20	
Reason(s) for disapproval			
Assistant Commissioner/Regional Director	<input type="checkbox"/> Concur <input type="checkbox"/> Do not concur	Date (mm/dd/yyyy)	

SECTION F	1 CHECKLIST TO BE COMPLETED BY REQUESTING EMPLOYEE
	<input type="checkbox"/> ATR-401 Travel Request for Out-of-State, International or Washington, D. C. form
	<input type="checkbox"/> Actual Expenses Approval
	<input type="checkbox"/> ATR-402 OSFR Report of State Agency Travel to Washington, D. C.
	<input type="checkbox"/> ATR-403 Travel Advance Request form (only if travel advance needed)

10/1/10

10/1/10

10/1/10

[Handwritten signature]

[Faint handwritten text]

[Faint handwritten text]



National Travel Systems, LP
 4314 S Loop 289
 Ste 300
 Lubbock, TX 79413

If email attachments are not compatible with your company calendar configuration, click on the links below to add to your calendar.

For a single calendar entry click [here](#)

Travel Itinerary

Agency Booking Confirmation Number: **AOADDX**

Passenger Names

MILLER/SIDNEY CARROLL

Please verify that everything is correct on this itinerary. If there are any mistakes you must advise National Travel Systems within 24 hours. We will not be held responsible for any change fees or additional charges to correct any mistakes that are not reported within 24 hours of the ticket being issued.

All ticketed flights must be cancelled prior to departure. Failure to do so could result in the cancellation of the entire itinerary and loss of the ticket value.

Please reconfirm your flights 24 hours prior to departure

Southwest Airlines - Flight Number 5665 Confirmation: VGVRGE

Departure: Sat, 02/22/2020 10:10 AM	Arrival: Sat, 02/22/2020 11:15 AM	Equipment: 73W
Departure City: Austin, TX (AUS)	Arrival City: Dallas-Love Field, TX (DAL)	Travel Time: 1 hour(s) 5 minute(s)
Departing Terminal:	Arrival Terminal: TERMINAL 1	Add flight to Calendar
Status: Confirmed	Class of Service: C - C	Baggage Info
		Weather
		CHECK IN NOW

Seat Assignments:

Southwest Airlines - Flight Number 2677 Confirmation: VGVRGE

Departure: Sat, 02/22/2020 12:10 PM	Arrival: Sat, 02/22/2020 3:50 PM	Equipment: 73W
Departure City: Dallas-Love Field, TX (DAL)	Arrival City: Washington Reagan National, DC (DCA)	Travel Time: 2 hour(s) 40 minute(s)
Departing Terminal: TERMINAL 1	Arrival Terminal:	Add flight to Calendar
Status: Confirmed	Class of Service: C - C	Baggage Info
		Weather
		CHECK IN NOW

Seat Assignments:

Southwest Airlines - Flight Number 1492 Confirmation: VGVRGE

Departure: Wed, 02/26/2020 5:45 PM	Arrival: Wed, 02/26/2020 8:35 PM	Equipment: 73H
Departure City: Washington Reagan National, DC (DCA)	Arrival City: Austin, TX (AUS)	Travel Time: 3 hour(s) 50 minute(s)
Departing Terminal:	Arrival Terminal:	Add flight to Calendar
Status: Confirmed	Class of Service: S - Economy	Baggage Info
		Weather
		CHECK IN NOW

Seat Assignments:

Other

Date: Wed, 02/26/2020	City: Austin, TX
SERVICE FEE	

Invoice Detail

Name: MILLER/SIDNEY CARROLL		
Southwest	Issue Date: 01/14/2020	
Airlines Ticket: 5262160576020		Amount: \$416.96
Invoice Number: 0445135		
Professional Fee: 8900793977311	Issue Date: 01/14/2020	Amount: \$11.79
Professional Fee: 8900793977315	Issue Date: 01/14/2020	Amount: \$11.79
		Total Fare:USD \$440.54

Your total has been charged to Mastercard ending In [REDACTED]

Frequent Flyer Info

Southwest Airlines [REDACTED]

General Remarks

PLEASE VERIFY THE DATES, TIME AND LEGAL NAME
OF THE TRAVEL THAT HAS BEEN PREPARED FOR
YOU. IF THERE ARE ANY MISTAKES PLEASE
ADVISE WITHIN 24 HOURS. NATIONAL TRAVEL WILL
NOT BE HELD RESPONSIBLE FOR ANY CHANGE FEES
OR ADDITIONAL CHARGES TO CORRECT ANY MISTAKES,
THAT ARE NOT REPORTED WITHIN 24 HOURS OF TICKET
BEING ISSUED
FARES ARE SUBJECT TO CHANGE UNTIL TICKETED

ANY ERROR WITH THIS ITINERARY OR NAMES
MUST BE BROUGHT TO OUR ATTENTION BY THE
CLOSE OF BUSINESS, THE DAY TICKETS ARE
PURCHASED OR WE WILL NOT BE LIABLE FOR
MISTAKES

PLEASE RE-CONFIRM FLIGHTS 24 HOURS IN ADVANCE
AS SCHEDULE CHANGES MAY HAVE OCCURRED.

FOR EMERGENCY SERVICE BETWEEN 500PM AND 800AM
PLEASE CALL 800-542-0452

PLEASE BE ADVISED THAT MOST MAJOR AIRLINE CARRIERS
HAVE INSTITUTED FEES ON CHECKED LUGGAGE INCLUDING
FIRST AND SECOND BAGS. PLEASE CONTACT YOUR AGENT
IMMEDIATELY TO VERIFY THE CHECKED LUGGAGE FEES
THAT MAY APPLY TO THIS ITINERARY.
THANK YOU FOR CHOOSING NATIONAL TRAVEL SYSTEMS.
INVOICE BILLED TO CC [REDACTED]
EXCEPTION CODE B
YOUR NONREFUNDABLE FARE IS 416.96
PLUS A SERVICE FEE OF 11.79
EXCEPTION CODE B



RESERVATION CONFIRMED

Confirmation Number: **1952606139**

PICK-UP

Feb 24, 2020
12:00 PM

Arlington Crystal City
2020 Richmond Hwy
Arlington, VA 22202
+1 703-418-7240



RETURN

Feb 26, 2020
7:00 PM

Arlington Crystal City
⓪ This is an after-hours return
2020 Richmond Hwy
Arlington, VA 22202
+1 703-418-7240

Rental Details

RENTER

Driver Name: SIDNEY MILLER

Email Address: r.....e@texasagriculture.gov

Phone Number:9133

Age: 25+

ACCOUNT

Account Number: TEX DEPT. OF AGRICUL DIR BILL

Trip Purpose: BUSINESS

VEHICLE

Vehicle Class: Pickup

- Ford F150 or similar
- Automatic

Time & Distance 3.0 Day(s) @ \$ 60.00 / Day \$ 180.00

Vehicle Mileage: 600 Miles Included

Over 600 Miles @ \$ 0.40 / Mile

EXTRAS

Damage Waiver: Included

3.0 Day(s) @ \$ 0.00 / Day

9 Additional Drivers: Included

1 Day(s) @ \$ 0.00 / Day

Rental Checklist

- Familiarize yourself with your Pick-Up and Return location(s).
- Bring a valid driving license for each driver.
- Provide an acceptable method of payment in the renter's name. See your pick-up location's policies for details.
- For additional policy or deposit information, please refer to the Rental Policies section below, or within your email confirmation.

TAXES & FEES

VEHICLE LICENSE FEE	\$ 0.75
ADDL RENTAL TAX (4.0%)	\$ 7.23
RENTAL FEE (2.0%)	\$ 3.62
RENTAL TAX (4.0%)	\$ 7.23

ESTIMATED TOTAL

Billing Number

[...████████]

\$ 198.83

CUSTOM RATE



National Travel Systems, LP
4314 S Loop 289
Ste 300
Lubbock, TX 79413

*Flight was switched
back to Austin for
Commissioner.
(RB)*

If email attachments are not compatible with your company calendar configuration, click on the links below to add to your calendar

For a single calendar entry click [here](#)

Travel Itinerary

Agency Booking Confirmation Number: AOADDX

Passenger Names

MILLER/SIDNEY CARROLL

Please verify that everything is correct on this itinerary. If there are any mistakes you must advise National Travel Systems within 24 hours. We will not be held responsible for any change fees or additional charges to correct any mistakes that are not reported within 24 hours of the ticket being issued.

All ticketed flights must be cancelled prior to departure. Failure to do so could result in the cancellation of the entire itinerary and loss of the ticket value.

Please reconfirm your flights 24 hours prior to departure

Southwest Airlines - Flight Number 1492		
Departure: Wed, 02/26/2020 5:45 PM Departure City: Washington Reagan National, DC (DCA) Departing Terminal: Status: Confirmed	Arrival: Wed, 02/26/2020 8:35 PM Arrival City: Austin, TX (AUS) Arrival Terminal: Class of Service: P - Economy	Equipment: 73H Travel Time: 3 hour(s) 50 minute(s) Add flight to Calendar Baggage Info Weather CHECK IN NOW
Seat Assignments:		
Other		
Date: Wed, 02/26/2020 SERVICE FEE	City: Austin, TX	
Tour		
Departure: Mon, 10/5/2020	Departure City: Dallas/Ft Worth, TX (DFW)	
Tour		
Departure: Mon, 10/5/2020	Departure City: Dallas/Ft Worth, TX (DFW)	
Tour		
Departure: Mon, 10/5/2020	Departure City: Dallas/Ft Worth, TX (DFW)	

Invoice Detail

02/25/2020 Amount: \$11.79
Professional Fee: 8900796289425 **Issue Date:** 02/25/2020 Amount: \$5.00
Total Fare:USD \$16.79

Your total has been charged to Mastercard ending In [REDACTED]
 All charges will be billed and appear separately on your statement

Exchange Detail

New Ticket Number: **Issue Date:** 2/25/2020 **New Airfare:** \$493.68
Original Ticket Number: **Original Airfare:** -\$493.68
Airline Change Fee: \$0.00
Amount Charged: \$0.00

Frequent Flyer Info

Southwest Airlines [REDACTED]

General Remarks

 PLEASE VERIFY THE DATES, TIME AND LEGAL NAME
 OF THE TRAVEL THAT HAS BEEN PREPARED FOR
 YOU. IF THERE ARE ANY MISTAKES PLEASE
 ADVISE WITHIN 24 HOURS. NATIONAL TRAVEL WILL
 NOT BE HELD RESPONSIBLE FOR ANY CHANGE FEES
 OR ADDITIONAL CHARGES TO CORRECT ANY MISTAKES,
 THAT ARE NOT REPORTED WITHIN 24 HOURS OF TICKET
 BEING ISSUED
 FARES ARE SUBJECT TO CHANGE UNTIL TICKETED

 ANY ERROR WITH THIS ITINERARY OR NAMES
 MUST BE BROUGHT TO OUR ATTENTION BY THE
 CLOSE OF BUSINESS, THE DAY TICKETS ARE
 PURCHASED OR WE WILL NOT BE LIABLE FOR
 MISTAKES

 PLEASE RE-CONFIRM FLIGHTS 24 HOURS IN ADVANCE
 AS SCHEDULE CHANGES MAY HAVE OCCURRED.

 FOR EMERGENCY SERVICE BETWEEN 500PM AND 800AM
 PLEASE CALL 800-542-0452

 PLEASE BE ADVISED THAT MOST MAJOR AIRLINE CARRIERS
 HAVE INSTITUTED FEES ON CHECKED LUGGAGE INCLUDING
 FIRST AND SECOND BAGS. PLEASE CONTACT YOUR AGENT
 IMMEDIATELY TO VERIFY THE CHECKED LUGGAGE FEES
 THAT MAY APPLY TO THIS ITINERARY.
 THANK YOU FOR CHOOSING NATIONAL TRAVEL SYSTEMS.
 INVOICE BILLED TO CC [REDACTED]
 EXCEPTION CODE B
 YOUR NONREFUNDABLE FARE IS 416.96
 PLUS A SERVICE FEE OF 11.79
 EXCEPTION CODE B
 CHANGE TO ITINERARY RESULTED IN A DECREASE IN AIRFARE
 75.00 CREDIT HELD FOR FUTURE TRAVEL
 PLUS A 5.00 SERVICE FEE
 NEW NONREFUNDABLE FARE 493.68
 USED CREDIT ADDITIONAL AIRFARE COLLECTED 0.00
 PLUS A 5.00 FEE

Welcome, REBECCA BUSTAMANTE. You are currently logged in as an administrator.

My Agenda

2020 Winter Policy Conference

Personal Agenda for Sid Miller

Monday, February 24, 2020

7:00 AM - 5:15 PM

Registration Desk Open

10:00 AM - 12:00 PM

NASDA Foundation Board of Directors Meeting

Studio B

Note: This session is for NASDA Members & State Staff only.

1:00 PM - 5:00 PM

NASDA Board of Directors Meeting

Studio B

Note: This session is for NASDA Members & State Staff only.

Tuesday, February 25, 2020

6:30 AM - 7:50 AM

Breakfast

Salon 4

Please Note: Breakfast will conclude at 7:50 PM. The following session in this room begins at 8:00 AM and is for NASDA Members only.

6:30 AM - 5:30 PM

Registration Desk Open

8:00 AM - 9:00 AM

NASDA Townhall and Cooperative Agreement Reports

What has NASDA accomplished since we last met in Albuquerque? Where are we headed in 2020? Come learn with us and share your perspective in the townhall-style session for NASDA Members only. We will feature the recent successes of our three cooperative agreements with USDA-NASS, USDA-FASIS, and the FDA.

9:30 AM - 11:00 AM

SUSTA

Salons 5-6

11:00 AM - 11:30 AM

Networking Break

11:30 AM - 1:00 PM

SASDA

Salons 5-6

1:00 PM - 2:00 PM

Lunch

Salon 4

2:00 PM - 2:10 PM

Conference Welcome

Salon 4

2:10 PM - 2:40 PM

Opening Plenary Session

Salon 4

2:40 PM - 3:10 PM

What's Next for the Farm Economy?

Salon 4

Impacts of the farm economy downturn can be felt throughout the agriculture and food supply chain, as well in rural communities. This session will provide an outlook on the farm economy and what it means for farmers, agribusinesses, and rural consumers.

3:10 PM - 3:40 PM

Industry Call for Speakers Awardee

Salon 4

Stay tuned for an announcement for the recipient of this speaking opportunity!

3:45 PM - 4:15 PM

4:15 PM - 5:15 PM

6:00 PM - 8:00 PM

Networking Break**Animal Agriculture Committee****Salons 5-7****Congressional Reception****Capitol Visitors Center**

Buses will depart from the hotel for the Capitol Visitors Center promptly at **5:30 PM**. Return transportation will be provided.

NASDA Members are encouraged to invite their congressional delegations to attend. Contact Amanda Culp at amanda.culp@nasda.org for more details.

Wednesday, February 26, 2020

6:30 AM - 8:00 AM

Breakfast**Pre-Function Area**

Grab your breakfast and head to your preferred committee meeting or mingle reception-style with attendees in the foyer.

6:30 AM - 1:45 PM

Registration Desk Open

The registration desk will close at approximately 1:45 PM and not reopen for the remainder of the vent.

8:00 AM - 9:00 AM

Plant Agriculture & Pesticide Committee**Salons 5-7**

9:00 AM - 9:30 AM

Networking Break

9:30 AM - 10:30 AM

Food Systems & Nutrition Committee**Salons 5-7**

10:30 AM - 11:00 AM

Networking Break

11:00 AM - 11:45 AM

Hemp: Market Opportunities and Challenges**Salons 5-7**

As hemp production increases in the United States, new markets will have to be established to ensure US hemp farmers are economically viable in the long term. This session will explore the economic forces behind this new emerging crop, and discuss some of the challenges and opportunities that US hemp growers currently face.

12:00 PM - 12:30 PM

Policy Committee Reports**Salon 4**

Our six policy committees will summarize the discussions that took place during the committee and highlight action items and policy amendments that passed out of committee.

12:30 PM - 1:30 PM

NASDA Business Meeting**Salon 4**

All final votes on NASDA policy amendments and action items will take place here.

1:30 PM - 2:00 PM

Lunch & Load Buses

Attendees will grab a boxed lunch and head to load buses for our event at the U.S. Department of Agriculture. Don't forget your name badge!

2:30 PM - 5:00 PM

Tentative: USDA Program**U.S. Department of Agriculture**

5:30 PM - 8:00 PM

Dinner On Your Own

Catch dinner at a local favorite with new connections that you've made at the conference. Looking for recommendations? We have a few food gurus on staff.

City AUSTIN
 State TEXAS
 Zip 78701
 Work Phone 5124631408
 Email REBECCA.BUSTAMANTE@

CONGRESSIONAL/FEDERAL GOVERNMENT OFFICES TO BE VISITED

Date (MM/DD/YY)	Person to Visit	Organization to Visit
2/24/20	CSM & JG	USDA-NASS
2/25/20	CSM & JG	USDA - FAS
2/25/20	CSM / DH / JG	USDA-APHIS
2/26/20	CSM / DH / JG	USDA - AMS
2/26/20	DH & JG	FDA

Purpose of Visit (i.e. meet & greet, meet about an issue, attend conference, etc.)
NASDA Winter Policy Conference 2020

If the traveler will be giving testimony to Congressional Committee of Agency Rule-Making Authority, please provide OSFR with an advance copy of the testimony. Thank you.

Texas Office of State-Federal Relations
 660 Pennsylvania Ave SE, Suite 203
 Washington, DC 20003
 Phone: (202) 638-3927

Please complete this form and email it to OSFR@gov.texas.gov

*Jordan provided
 the form to the
 Texas Office of
 State-Federal
 Relations*



Texas Office of State-Federal Relations (OSFR)

REPORT OF STATE AGENCY TRAVEL TO WASHINGTON, DC
Pursuant to Senate Bill 1, General Appropriations Act for 2010-2011
Article IX, Section 6.12(c):

(c) Under Subsection (b) the term "travel" is limited to only activities:
(1) involving obtaining or spending federal funds; or (2) impacting federal policies.

TRAVEL INFORMATION

Agency Name

TEXAS DEPARTMENT OF AGRICULTURE

Travelers' Names (including titles)

First Name	Last Name	Titles
SID	MILLER	COMMISSIONER
DAN	HUNTER	ASST. COMMISSIONER
JORDAN	GREGORY	POLICY SPECIALIST

Date Arriving in DC (MM/DD/YY)

02/22/2020

Date Departing from DC (MM/DD/YY)

02/27/2020

PERSON REPORTING TRAVEL AGENDA

Name REBECCA BUSTAMANTE

Title EXECUTIVE ASSISTANT

Organization TEXAS DEPARTMENT OF

Street Address 1700 N. CONGRESS, 11TH

Address (cont.) _____

*Jordan -
do you know
of any meetings
that you all will
be scheduling
during NABDA?
Rebecca*

TX-TDA-21-0913-A-000442

TRAVEL VOUCHER / FORM

1. Archive reference number	2. Agency number 551	3. Agency name Texas Department of Agriculture					4. Current document number 40054
5. Effective date (Agency use)		6. Doc date (First date of travel) 11/28/20	7. Doc agency 551	8. FY 20	9. Document amount \$ 113.16		
10. Pay to: SID MILLER						11. Title COMMISSIONER	
						12 Designated headquarters AUSTIN	
13. Texas Identification number 70000047442			14. AGENCY USE				

15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
		225	10210	29041	21	7102	113.16
INVOICE NUMBER 0001		PMT DUE DATE	AGENCY USE				
AGENCY USE							

15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
AGENCY USE							

15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
AGENCY USE							

16. Service date (Last date of travel) 11/28/20	17. Description (Agency use only) Traveled to Grand Prairie, Texas to present awards at Texas Classic
--	--

18. DISTRIBUTION	AMOUNT
Expense itemization for in-state travel:	
Fares, Public transportation Taxi	
Air fare	
Rental car	
Personal car mileage-This amount comes from the totals in Y for In-State Mileage Total	196.8 Miles @ (Rate set by Legislature) .575 \$ 113.16
Meals and / or lodging-This amount comes from the totals in J+K (or L, if applicable) fields	
Hotel Occupancy Tax	
Parking Description:	
Incidental expenses (Itemize)	
Expense itemization for out-of-state travel:	
Fares, Public transportation Taxi	
Air fare	
Rental car	
Personal car mileage-This amount comes from the totals in Y for Out-of-State Mileage Total	Miles @ (Rate set by Legislature) .575 \$ 0.00
Meals and / or lodging-This amount comes from the totals in V+W (or X, if applicable) fields	
Parking Description:	
Incidental expenses (Itemize)	
TOTAL	\$ 113.16

19. I certify that the expense account shown above is true, correct, and unpaid.			
sign here Claimant 	Date 12/21/20	sign here Supervisor 	Date 12-21-2020
20. Contact name DEBRA RAMIERZ		Phone (Area code and number)	21. Agency use
22. Agency Approval sign here		Title	Date



COMMISSIONER SID MILLER

Texas Department of Agriculture
Travel Request for In-State

ATR-400

SECTION A	¹ EMPLOYEE INFORMATION				
	First Name SID	M. I.	Last Name MILLER	Title COMMISSIONER	Texas identification number 70000047442
	² PURPOSE OF TRAVEL				
	<input type="checkbox"/> Conference <input type="checkbox"/> Training <input checked="" type="checkbox"/> Agency Outreach <input type="checkbox"/> Other (please list)				
	³ TRAVEL DATES AND TIME				
Departure Date (mm/dd/yy) 11/28/2020	Departure Time 08:00 <input checked="" type="checkbox"/> a.m. <input type="checkbox"/> p.m.	Return Date (mm/dd/yy) 11/28/2020	Return Time 12:00 <input checked="" type="checkbox"/> a.m. <input type="checkbox"/> p.m.	AY of travel dates 20	
⁴ TRAVEL LOCALE					
<input type="checkbox"/> In-State (not to exceed GSA per diem rate) <input type="checkbox"/> In-State (actual expenses not to exceed GSA per diem rate)					
⁵ DESCRIBE SPECIFIC PURPOSE OF TRAVEL					
<u>Travel in personally owned vehicle to Grand Prairie, Texas to hand out awards at the Texas Classic Horse Race.</u>			Meals & Lodging \$0.00 Transportation \$0.00 Mileage \$113.16 Total Request \$113.16		Index 10210 PCA 29041

Traveler's Name SID MILLER Return Date 11/28/2020 Amount \$113.16

1 TRAVEL EXPENSE ITEMIZATIONS														
LOCATIONS IN-STATE		PER DIEM (7106)			TRANSPORTATION									
Departure City	Destination City	Estimated Meal Expense Days X GSA Rate* or Actual	Estimated Lodging Expense Days X GSA Rate* or Actual	Direct Billed Hotel	State Vehicle	Estimated Mileage Expense (7102) (Miles X 0.575=Cost)		Commercial Airline (7101)		Aircraft Pooling Board (7445)		Rental Vehicle (7101)		Parking, Tolls, (7105) or Taxi (7101)
						Miles	Cost		BTA		BTA		BTA	
STEPHENVILLE	GRAND PRAIRIE	\$	\$	<input type="checkbox"/>	<input type="checkbox"/>	98.40	\$56.58		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
GRAND PRAIRIE	STEPHENVILLE	\$	\$	<input type="checkbox"/>	<input type="checkbox"/>	98.40	\$56.58		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
Total		\$0.00	\$0.00	<input type="checkbox"/>	<input type="checkbox"/>	196.80	\$113.16	\$0.00	<input type="checkbox"/>	\$0.00	<input type="checkbox"/>	\$0.00	<input type="checkbox"/>	\$0.00

1 TRAVEL ADVANCE REQUEST, IF NEEDED	
SECTION C	Is travel advance needed? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, complete ATR-403 Travel Advance Request form using Totals from above.
	Total for Meals \$0.00 Total for Lodging \$0.00 Total Parking, Tolls, or Taxi \$0.00
	TOTAL EXPENSES: \$ 0.00 80%= Maximum Advance Amount \$ 0.00

*Attach a hard copy of the GSA per Diem rate to this request, found at http://www.gsa.gov/Portal/gsa/ep/contentView.do?contentId=17943&contentType=GSA_BASIC.

Traveler's Name SID	MILLER	Return Date 11/28/2020	Amount \$113.16
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SECTION D	1 APPROVALS		
	Requesting Employee <i>[Signature]</i>		Date (mm/dd/yy) <i>11-26-20</i>
	AC/RD	<input type="checkbox"/> Approved <input type="checkbox"/> Not approved <input type="checkbox"/> Revise	
	Travel Accountant	<input type="checkbox"/> Filed	
	1 SIGNATURE OF SUPERVISOR		
Supervisor Signature <i>[Signature]</i>	Supervisor Printed Name <i>TIM KEINSCHMIDT</i>	<input checked="" type="checkbox"/> Approved <input type="checkbox"/> Disapproved <input type="checkbox"/> Revise	Date (mm/dd/yyyy) <i>12-21-20</i>
Reason(s) for disapproval			
Assistant Commissioner/Regional Director		<input type="checkbox"/> Concur <input type="checkbox"/> Do not concur	Date (mm/dd/yyyy)

SECTION E	1 CHECKLIST TO BE COMPLETED BY REQUESTING EMPLOYEE
	Please use this checklist to ensure you are sending all of the necessary information and documents. <input type="checkbox"/> ATR-400 Travel Request for In-State form <input type="checkbox"/> ATR-403 Travel Advance Request form (if applicable)

[Home](#) / [Travel](#)

Rental Vehicle vs. Mileage Reimbursement Calculator

Instructions

1. Enter the total round-trip miles to be driven.
2. Enter the total number of rental days this trip will take.
3. Enter the daily rental vehicle rate from the [State Travel Management Program website](#) .
 (Rates are on a 24 hour basis.)
4. Enter the market price of one gallon of fuel.
5. Enter the current mileage reimbursement rate.
6. Enter the estimated MPG for the vehicle being driven.
7. Enter applicable state/local sales taxes and any additional fees/surcharges.

Once you input these values, the calculator will determine whether it is more cost effective to rent a vehicle or drive your personal vehicle and claim mileage. The results will appear under "Calculated Results."

Input Variables	In-State	Out of State
Total Miles to be Driven	<input type="text" value="198.6"/>	<input type="text"/>
Total Days in Trip	<input type="text" value="3"/>	<input type="text"/>
Daily Rental Vehicle Rate <input type="checkbox"/>	\$ <input type="text" value="37.00"/>	\$ <input type="text"/>
Cost of Gasoline per Gallon <input type="checkbox"/>	\$ <input type="text" value="1.80"/>	\$ <input type="text"/>
Mileage Reimbursement Rate <input type="checkbox"/>	¢ <input type="text" value="57.5"/> (Ex: if current rate is 53.5 enter it as 53.5, if current rate is 50.0 enter 50 or 50.0)	¢ <input type="text"/> (Ex: if current rate is 54.5 enter it as 54.5, if current rate is 50.0 enter 50 or 50.0)

[Back to Top](#)

Intermediate - 26 MPG

-- Select --

State/ Local Taxes & Addt'l Surcharges/ Fee	\$ <input type="text" value="30.00"/>	\$ <input type="text"/>
--	---------------------------------------	-------------------------

Calculated Results

Personal Mileage Reimbursement Cost	In-State Mileage	Out-of-State Mileage
Mileage	\$ 114.19	\$ 0.00

Rental Vehicle Costs	In-State	Out-of-State
Rental Rate	\$ 111.00	\$ 0.00
State/ Local Taxes & Addt'l Surcharges/ Fees	\$ 30.00	\$ 0.00
Refueling	\$ 13.75	\$ 0.00
Total	\$ 154.75	\$ 0.00

In-State Results

Personal vehicle (Mileage) provides the greatest state benefit.

From: [Diana Alvarado](#)
To: [TDA Travel](#)
Cc: [Diana Alvarado](#); [Rebecca Bustamante](#)
Subject: Travel Voucher (Sid Miller 11/28/2020)
Date: Monday, December 21, 2020 3:26:15 PM
Attachments: [TravelVoucher_SidMiller_112820.pdf](#)

The attached travel voucher is ready for processing.

Travel Voucher (Sid Miller 11/28/2020)
\$113.16

Thank You,

“Due to the current public health situation, TDA is currently practicing social distancing and working primarily from remote locations. TxCDBG staff will use email as the primary method of contact, and is committed to promptly responding to all concerns. Thank you for your patience and your understanding of limitations on resources immediately available in the current environment.”

Diana Alvarado
Texas Department of Agriculture
Office of Rural Affairs
P.O. Box 12847
Austin, Texas 78711
Direct Line: (512) 936-6734
Fax Line: (888) 216-9867
Email: diana.alvarado@texasagriculture.gov

TRAVEL VOUCHER / FORM

1. Archive reference number	2. Agency number 551	3. Agency name Texas Department of Agriculture					4. Current document number
5. Effective date (Agency use)		6. Doc date (First date of travel) 11/28/20	7. Doc agency 551	8. FY 20	9. Document amount \$ 113.16		
10. Pay to: SID MILLER						11. Title COMMISSIONER	
						12 Designated headquarters AUSTIN	
13. Texas Identification number 70000047442			14. AGENCY USE				

15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
	INVOICE NUMBER	PMT DUE DATE	AGENCY USE				
	AGENCY USE						

15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
	INVOICE NUMBER	PMT DUE DATE	AGENCY USE				
	AGENCY USE						

15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
	INVOICE NUMBER	PMT DUE DATE	AGENCY USE				
	AGENCY USE						

16. Service date (Last date of travel) 11/28/20	17. Description (Agency use only) Traveled to Grand Prairie, Texas to present awards at Texas Classic
--	--

18. DISTRIBUTION	AMOUNT
Expense itemization for in-state travel:	
Fares, Public transportation Taxi	
Air fare	
Rental car	
Personal car mileage-This amount comes from the totals in Y for In-State Mileage Total	196.8 Miles @ (Rate set by Legislature) .575 \$ 113.16
Meals and / or lodging-This amount comes from the totals in J+K (or L, if applicable) fields	
Hotel Occupancy Tax	
Parking	Description:
Incidental expenses (Itemize)	
Expense itemization for out-of-state travel:	
Fares, Public transportation Taxi	
Air fare	
Rental car	
Personal car mileage-This amount comes from the totals in Y for Out-of-State Mileage Total	Miles @ (Rate set by Legislature) .575 \$ 0.00
Meals and / or lodging-This amount comes from the totals in V+W (or X, if applicable) fields	
Parking	Description:
Incidental expenses (Itemize)	
TOTAL	\$ 113.16

19. I certify that the expense account shown above is true, correct, and unpaid.

sign here Claimant 	Date 12/21/20	sign here Supervisor 	Date 12-21-2020
20. Contact name		Phone (Area code and number)	21. Agency use
22. Agency Approval sign here		Title	Date

[Handwritten signature]

IN-STATE MEALS AND LODGING										ACTUAL EXPENSE						
A. Leave Headquarters				B. Arrive Headquarters				C. Meals non-overnight not to exceed \$36	D. Meals not to exceed Maximum Rate	E. Lodging not to exceed Maximum Rate	F. TOTAL	G. Meals	H. Lodging	I. TOTAL		
Date	Hour	Min.	m.	Date	Hour	Min.	m.									
11/28/20	8	00	A													
				11/28/20	5	00	P									
TOTAL MEALS NON OVERNIGHT										J.	TOTAL MEALS & LODGING		K.	TOTAL ACTUAL EXPENSE		L.

OUT-OF-STATE MEALS AND LODGING										ACTUAL EXPENSE						
M. Leave Headquarters				N. Arrive Headquarters				O. Meals non-overnight not to exceed \$36	P. Meals not to exceed Maximum Rate	Q. Lodging not to exceed Maximum Rate	R. TOTAL	S. Meals	T. Lodging	U. TOTAL		
Date	Hour	Min.	m.	Date	Hour	Min.	m.									
TOTAL MEALS NON OVERNIGHT										V.	TOTAL MEALS & LODGING		W.	TOTAL ACTUAL EXPENSE		X.

DATE	Y. INFORMATION REQUIRED BY TEXTRAVEL AND OTHER PERTINENT INFORMATION	TYPE (I or O)	MILEAGE POINT TO POINT*
11/28/20	Traveled via personally owned vehicle from Stephenville, Tx to Grand Prairie, Texas to present awards at the Texas Classic Horse Race.	I	98.4
12/28/20	Returned to Stephenville, Tx from Grand Prairie, Texas after presenting the awards at the Texas Classic Horse Race. END OF TRIP.	I	98.4

* Show point-to-point breakdown, including intra-city mileage claims

IN-STATE MILEAGE TOTAL	I	196.8	OUT-OF-STATE MILEAGE TOTAL	O	
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Use additional form or a "CONTINUATION SHEET," if additional space is needed.





COMMISSIONER SID MILLER

Texas Department of Agriculture
Travel Request for In-State

ATR-400

SECTION A	¹ EMPLOYEE INFORMATION				
	First Name SID	M. I.	Last Name MILLER	Title COMMISSIONER	Texas identification number 70000047442
	² PURPOSE OF TRAVEL				
	<input type="checkbox"/> Conference <input type="checkbox"/> Training <input checked="" type="checkbox"/> Agency Outreach <input type="checkbox"/> Other (please list)				
	³ TRAVEL DATES AND TIME				
Departure Date (mm/dd/yy) 11/28/2020	Departure Time 08:00 <input checked="" type="checkbox"/> a.m. <input type="checkbox"/> p.m.	Return Date (mm/dd/yy) 11/28/2020	Return Time 12:00 <input checked="" type="checkbox"/> a.m. <input type="checkbox"/> p.m.	AY of travel dates 20	
⁴ TRAVEL LOCALE					
<input type="checkbox"/> In-State (not to exceed GSA per diem rate) <input type="checkbox"/> In-State (actual expenses not to exceed GSA per diem rate)					
⁵ DESCRIBE SPECIFIC PURPOSE OF TRAVEL					
<u>Travel in personally owned vehicle to Grand Prairie, Texas to hand out awards at the Texas Classic Horse Race.</u>			Meals & Lodging \$0.00 Transportation \$0.00 Mileage \$113.16 Total Request \$113.16	Index 10210 PCA 29041	

Traveler's Name SID MILLER Return Date 11/28/2020 Amount \$113.16

TRAVEL EXPENSE ITEMIZATIONS														
LOCATIONS IN-STATE		PER DIEM (7106)			TRANSPORTATION									
Departure City	Destination City	Estimated Meal Expense Days X GSA Rate* or Actual	Estimated Lodging Expense Days X GSA Rate* or Actual	Direct Billed Hotel	State Vehicle	Estimated Mileage Expense (7102) (Miles X 0.575=Cost)		Commercial Airline (7101)		Aircraft Pooling Board (7445)		Rental Vehicle (7101)		Parking, Tolls, (7105) or Taxi (7101)
						Miles	Cost		BTA		BTA		BTA	
STEPHENVILLE	GRAND PRAIRIE	\$	\$	<input type="checkbox"/>	<input type="checkbox"/>	98.40	\$56.58		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
GRAND PRAIRIE	STEPHENVILLE	\$	\$	<input type="checkbox"/>	<input type="checkbox"/>	98.40	\$56.58		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
Total		\$0.00	\$0.00	<input type="checkbox"/>	<input type="checkbox"/>	196.80	\$113.16	\$0.00	<input type="checkbox"/>	\$0.00	<input type="checkbox"/>	\$0.00	<input type="checkbox"/>	\$0.00

TRAVEL ADVANCE REQUEST, IF NEEDED	
SECTION C	Is travel advance needed? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, complete ATR-403 Travel Advance Request form using Totals from above.
	Total for Meals \$0.00 Total for Lodging \$0.00 Total Parking, Tolls, or Taxi \$0.00
	TOTAL EXPENSES: \$ 0.00 80%= Maximum Advance Amount \$ 0.00

*Attach a hard copy of the GSA per Diem rate to this request, found at http://www.gsa.gov/Portal/gsa/ep/contentView.do?contentId=17943&contentType=GSA_BASIC.

ATR-400 Travel Request In-State

Financial Services

Traveler's Name SID	MILLER	Return Date 11/28/2020	Amount \$113.16
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SECTION D	1 APPROVALS		
	Requesting Employee	Date (mm/dd/yy)	
	AC/RD	<input type="checkbox"/> Approved <input type="checkbox"/> Not approved <input type="checkbox"/> Revise	11-26-20
	Travel Accountant	<input type="checkbox"/> Filed	
	1 SIGNATURE OF SUPERVISOR		
Supervisor Signature	Supervisor Printed Name	Date (mm/dd/yyyy)	
<i>[Signature]</i>	TIM REINSCHMIDT	12-21-20	<input checked="" type="checkbox"/> Approved <input type="checkbox"/> Disapproved <input type="checkbox"/> Revise
Reason(s) for disapproval			
Assistant Commissioner/Regional Director	<input type="checkbox"/> Concur <input type="checkbox"/> Do not concur		Date (mm/dd/yyyy)

SECTION E	1 CHECKLIST TO BE COMPLETED BY REQUESTING EMPLOYEE
	Please use this checklist to ensure you are sending all of the necessary information and documents. <input type="checkbox"/> ATR-400 Travel Request for In-State form <input type="checkbox"/> ATR-403 Travel Advance Request form (if applicable)

[Handwritten signature]

12/21

TRAVEL VOUCHER / FORM

1. Archive reference number		2. Agency number 551		3. Agency name Texas Department of Agriculture			4. Current document number 40065	
5. Effective date (Agency use)		6. Doc date (First date of travel) 12/04/20		7. Doc agency 551	8. FY 20	9. Document amount \$ 585.40		
10. Pay to: SID MILLER						11. Title COMMISSIONER		
						12 Designated headquarters AUSTIN		
13. Texas Identification number 70000047442				14. AGENCY USE				

15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
		225	10210	29041	21	7102	94.30
INVOICE NUMBER		PMT DUE DATE		AGENCY USE			
0001							
AGENCY USE							

15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
		225	10210	29041	21	7106	421.00
INVOICE NUMBER		PMT DUE DATE		AGENCY USE			
0001							
AGENCY USE							

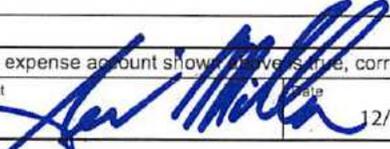
15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
		225	10210	29041	21	7105	50.06
INVOICE NUMBER		PMT DUE DATE		AGENCY USE			
0001							
AGENCY USE							

225 18998 29041 21 7135 20.04
0001

16. Service date (Last date of travel) 12/5/20	17. Description (Agency use only) Traveled to Fort Worth, Texas for GO TEXAN EVENTS AND NFR EVENTS
---	---

18. DISTRIBUTION				AMOUNT
Expense itemization for in-state travel:				
Fares, Public transportation	Taxi	Air fare	Rental car	
Personal car mileage-This amount comes from the totals in Y for In-State Mileage Total			164 Miles @ (Rate set by Legislature)	.575 \$ 94.30
Meals and / or lodging-This amount comes from the totals in J+K (or L, if applicable) fields				\$ 421.00
Hotel Occupancy Tax				20.04 \$ 50.10
Parking	Description:			\$ 20.00
Incidental expenses (Itemize)				30.06
Expense itemization for out-of-state travel:				
Fares, Public transportation	Taxi	Air fare	Rental car	
Personal car mileage-This amount comes from the totals in Y for Out-of-State Mileage Total			Miles @ (Rate set by Legislature)	.575 \$ 0.00
Meals and / or lodging-This amount comes from the totals in V+W (or X, if applicable) fields				
Parking	Description:			
Incidental expenses (Itemize)				
TOTAL				\$ 585.40

19. I certify that the expense account shown above is true, correct, and unpaid.

sign here Claimant  Date 12/21/20	sign here Supervisor  Date 12-21-20
20. Contact name DEBRA RAMIREZ	Phone (Area code and number) 21. Agency use
22. Agency Approval sign here	Title Date

IN-STATE MEALS AND LODGING												ACTUAL EXPENSE						
A. Leave Headquarters				B. Arrive Headquarters				C. Meals non-overnight not to exceed \$36	D. Meals not to exceed Maximum Rate	E. Lodging not to exceed Maximum Rate	F. TOTAL	G. Meals	H. Lodging	I. TOTAL				
Date	Hour	Min.	m.	Date	Hour	Min.	m.											
12/04/20	8	00	A					\$ 45.75	\$ 334.00	\$ 379.75								
				12/05/20	12	00	A	\$ 41.25		\$ 41.25								
				MIDNIGHT														
TOTAL MEALS NON OVERNIGHT												J.	TOTAL MEALS & LODGING		K. \$ 421.00	TOTAL ACTUAL EXPENSE		L.

OUT-OF-STATE MEALS AND LODGING												ACTUAL EXPENSE						
M. Leave Headquarters				N. Arrive Headquarters				O. Meals non-overnight not to exceed \$36	P. Meals not to exceed Maximum Rate	Q. Lodging not to exceed Maximum Rate	R. TOTAL	S. Meals	T. Lodging	U. TOTAL				
Date	Hour	Min.	m.	Date	Hour	Min.	m.											
TOTAL MEALS NON OVERNIGHT												V.	TOTAL MEALS & LODGING		W.	TOTAL ACTUAL EXPENSE		X.

DATE	Y. INFORMATION REQUIRED BY TEXTRAVEL AND OTHER PERTINENT INFORMATION	TYPE (I or O)	MILEAGE POINT TO POINT*
12/04/20	Traveled via personally owned vehicle from Stephenville, Tx to Fort Worth, Texas for GO TEXAN events and NFR - National Finals Rodeo events and speaking engagements.	I	82.00
12/05/20	Returned to Stephenville, Tx from Fort Worth, Texas after participating in the GO TEXAN events and the National Finals Event and various speaking engagements. END OF TRIP.	I	82.00

* Show point-to-point breakdown, including intra-city mileage claims

IN-STATE MILEAGE TOTAL	I	164	OUT-OF-STATE MILEAGE TOTAL	O	
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Use additional form or a "CONTINUATION SHEET," if additional space is needed.

TX-TDA-21-0913-A-000462





Stockyards Hotel
 109 East Exchange Ave
 Fort Worth, TX 76164
 817.825.8427 phone
 www.stockyardshotel.com

Page No. 1

Guest Name: **SID MILLER**
 [REDACTED] USA

Room #: 323
 Folio #: R2D994 - 1
 Group #:
 Guests: 1
 Clerk: REUBEN

CL #:

Arrive: 12/04/20 Time: 01:49 PM Depart: 12/05/20 Time: 03:57 PM Status: HIST

Date	Description	Reference	Comment	Charges	Credits
12/04/2020	HOTEL PARKING	120497498292		\$20.00	\$0.00
12/04/2020	ROOM CHARGE	323		\$339.00	\$0.00
12/04/2020	STATE TAX	323	STATE TAX	\$20.34	\$0.00
12/04/2020	CITY TAX	323	CITY TAX	\$30.51	\$0.00
12/05/2020	PAY DISCOVER	Ck Out 15:57	[REDACTED]	\$0.00	(\$409.85)

Folio Balance: \$0.00

X _____

Thank you for staying at the Historic Stockyards Hotel.

Ya'll come back and see us! Don't forget to check us out on facebook!



Forms | 73-174 Travel Voucher | Inbox (378) - rebecca.b... | stephenville to FORT W... | Per Diem Rates Look-u... | +

gsa.gov/travel/plan-book/per-diem-rates/per-diem-rates-lookup/?action=perdiems_report&state=TX&fiscal_year=2021&zip=&city=FOR...

U.S. General Services Administration

Per Diem Lookup Search GSA.gov

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Home / Travel / Plan & Book / Per Diem Rates / Per Diem Look-up

Primary Destination	County	2020			2021								
		Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
Arlington / Fort Worth / Grapevine	Tarrant County / City of Grapevine	\$167	\$167	\$167	\$167	\$167	\$167	\$167	\$167	\$167	\$167	\$167	\$167
Standard Rate	Applies for all locations without specified rates	\$96	\$96	\$96	\$96	\$96	\$96	\$96	\$96	\$96	\$96	\$96	\$96

Showing 1 to 2 of 2 entries

Meals & Incidentals (M&IE) Breakdown

Use this table to find the following information for federal employee travel:

1:14 PM 12/21/2020

Forms | 73-174 Travel Voucher | Inbox (378) - rebecca.b... | stephenville to FORT W... | Per Diem Rates Look-u... | +

gsa.gov/travel/plan-book/per-diem-rates/per-diem-rates-lookup/?action=perdiems_report&state=TX&fiscal_year=2021&zip=&city=FOR...

U.S. General Services Administration

Per Diem Lookup Search GSA.gov

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Primary Destination	County	M&IE Total	Continental Breakfast/Breakfast	Lunch		Dinner	Incidental Expenses	First & Last Day of Travel
Arlington / Fort Worth / Grapevine	Tarrant County / City of Grapevine	\$61	\$14	\$16	\$26	\$5	\$45.75	
Standard Rate	Applies for all locations without specified rates	\$55	\$13	\$14	\$23	\$5	\$41.25	

Showing 1 to 2 of 2 entries

I'm interested in:

Additional Per Diem Topics | CONTACTS | NEED MORE INFORMATION? | RELATED TOPICS

1:15 PM 12/21/2020



COMMISSIONER SID MILLER

Texas Department of Agriculture
Travel Request for In-State

ATR-400

SECTION A	1 EMPLOYEE INFORMATION				
	First Name SID	M. I.	Last Name MILLER	Title COMMISSIONER	Texas identification number 70000047442
	2 PURPOSE OF TRAVEL				
	<input type="checkbox"/> Conference <input type="checkbox"/> Training <input type="checkbox"/> Agency Outreach <input checked="" type="checkbox"/> Other (please list) NFR EVENTS AND GO TEXAN				
	3 TRAVEL DATES AND TIME				
Departure Date (mm/dd/yy) 12/04/2020	Departure Time 08:00 <input checked="" type="checkbox"/> a.m. <input type="checkbox"/> p.m.	Return Date (mm/dd/yy) 12/05/2020	Return Time 07:00 <input type="checkbox"/> a.m. <input checked="" type="checkbox"/> p.m.	AY of travel dates	
4 TRAVEL LOCALE					
<input type="checkbox"/> In-State (not to exceed GSA per diem rate) <input type="checkbox"/> In-State (actual expenses not to exceed GSA per diem rate)					
5 DESCRIBE SPECIFIC PURPOSE OF TRAVEL					
<u>Traveled via personally owned vehicle to Fort Worth, Texas to assist with GO TEXAN events and NFR events. Speaking engagements.</u>			Meals & Lodging \$421.00 Transportation \$20.00 Mileage \$94.30 Total Request \$535.30	Index 10210 PCA 20141	

Traveler's Name SID MILLER	Return Date 12.05.2020	Amount \$535.30
----------------------------	------------------------	-----------------

1 TRAVEL EXPENSE ITEMIZATIONS														
LOCATIONS IN-STATE		PER DIEM (7106)			TRANSPORTATION									
Departure City	Destination City	Estimated Meal Expense Days X GSA Rate* or Actual	Estimated Lodging Expense Days X GSA Rate* or Actual	Direct Billed Hotel	State Vehicle	Estimated Mileage Expense (7102) (Miles X 0.575=Cost)		Commercial Airline (7101)		Aircraft Pooling Board (7445)		Rental Vehicle (7101)		Parking, Tolls, (7105) or Taxi (7101)
						Miles	Cost		BTA		BTA		BTA	
STEPHENVILLE	FORT WORTH	\$ 45.75	\$ 334.00	<input type="checkbox"/>	<input type="checkbox"/>	82.00	\$47.15		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	20.00
FORT WORTH	STEPHENVILLE	\$ 41.25	\$	<input type="checkbox"/>	<input type="checkbox"/>	82.00	\$47.15		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
Total		\$87.00	\$334.00	<input type="checkbox"/>	<input type="checkbox"/>	164.00	\$94.30	\$0.00	<input type="checkbox"/>	\$0.00	<input type="checkbox"/>	\$0.00	<input type="checkbox"/>	\$20.00

1 TRAVEL ADVANCE REQUEST, IF NEEDED	
SECTION C	Is travel advance needed? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, complete ATR-403 Travel Advance Request form using Totals from above.
	Total for Meals \$87.00 Total for Lodging \$334.00 Total Parking, Tolls, or Taxi \$20.00 TOTAL EXPENSES: \$ 441.00 80%= Maximum Advance Amount \$ 352.80

*Attach a hard copy of the GSA per Diem rate to this request, found at http://www.gsa.gov/Portal/gsa/ep/contentView.do?contentId=17943&contentType=GSA_BASIC.

Traveler's Name SID	MILLER	Return Date 12/05/2020	Amount \$535.30
---------------------	--------	------------------------	-----------------

SECTION D	1 APPROVALS		
	Requesting Employee <i>[Signature]</i>		Date (mm/dd/yy) <i>12-3-20</i>
	AC/RD	<input type="checkbox"/> Approved <input type="checkbox"/> Not approved <input type="checkbox"/> Revise	
	Travel Accountant	<input type="checkbox"/> Filed	
	1 SIGNATURE OF SUPERVISOR		
	Supervisor Signature <i>[Signature]</i>	Supervisor Printed Name <i>TIM LEINSCHMIDT</i>	Date (mm/dd/yyyy) <i>12-21-20</i>
Reason(s) for disapproval			
Assistant Commissioner/Regional Director		<input type="checkbox"/> Concur <input type="checkbox"/> Do not concur	Date (mm/dd/yyyy)

SECTION E	1 CHECKLIST TO BE COMPLETED BY REQUESTING EMPLOYEE
	Please use this checklist to ensure you are sending all of the necessary information and documents. <input type="checkbox"/> ATR-400 Travel Request for In-State form <input type="checkbox"/> ATR-403 Travel Advance Request form (if applicable)

FY 2021 Per Diem Rates for ZIP 76164

I'm interested in:

[Lodging Rates](#)

[Meals & Incidentals \(M&IE\) Rates](#)

[New Search](#)



Lodging by month (excluding taxes) | October 2020 - September 2021

Cities not appearing below may be located within a county for which rates are listed. To determine what county a city is located in, visit the [National Association of Counties \(NACO\) website](#) (a non-federal website).



Filter Results...

Primary Destination <input type="checkbox"/>	County <input type="checkbox"/>	2020 Oct	Nov	Dec	2021 Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
Arlington / Fort Worth / Grapevine	Tarrant County / City of Grapevine	\$167	\$167	\$167	\$167	\$167	\$167	\$167	\$167	\$167	\$167	\$167	\$167

Showing 1 to 1 of 1 entries



Meals & Incidentals (M&IE) Breakdown

Use this table to find the following information for federal employee travel:

M&IE Total - the full daily amount received for a single calendar day of travel when that day is neither the first nor last day of travel.

Breakfast, lunch, dinner, incidentals - Separate amounts for meals and incidentals. M&IE Total = Breakfast + Lunch + Dinner + Incidentals. Sometimes meal amounts must be deducted from trip voucher. [See More Information](#)

First & last day of travel - amount received on the first and last day of travel and equals 75% of total M&IE.

Primary Destination <input type="checkbox"/>	County <input type="checkbox"/>	M&IE Total	Continental Breakfast/Breakfast	Lunch	Dinner	Incidental Expenses	First & Last Day of Travel <input type="checkbox"/>
Arlington / Fort Worth / Grapevine	Tarrant County / City of Grapevine	\$61	\$14	\$16	\$26	\$5	\$45.75

Showing 1 to 1 of 1 entries

I'm interested in:

[New Search](#)

Additional Per Diem Topics

- [Meals & Incidental Expenses Breakdown \(M&IE\)](#)
- [FAQs](#)
- [State Tax Exemption Forms](#)
- [Factors Influencing Lodging Rates](#)
- [Per Diem Highlights](#)
- [Fire Safe Hotels](#)
- [Have a Per Diem Question?](#)



TX-TDA-21-0913-A-000469

- [Downloadable Per Diem Files](#)

CONTACTS

Additional Contacts for

- [Travel Management Policy](#)

NEED MORE INFORMATION?

- [Rates for Alaska, Hawaii, U.S. Territories and Possessions \(set by DoD\)](#)
- [Rates in Foreign Countries \(Set by State Dept.\)](#)
- [Federal Travel Regulations \(FTR\)](#)

RELATED TOPICS

- [Travel Resources](#)
- [E-Gov Travel](#)
- [FedRooms](#)
- [POV Mileage Reimbursement Rates](#)



Last Reviewed: 2020-01-10



[Home](#) / [Travel](#)



General	Rates	Transportation	Meals and Lodging	Exceptions
Miscellaneous Provisions		Examples	Documentation Requirements	

Rates
Current Rates
Historical Rates

Current Rates

Fiscal 2021 Travel Reimbursement Rates

Employees

<p>In-State or Out-of-State Meals and Lodging</p>	<p>Refer to the GSA's federal <u>Domestic Maximum Per Diem Rates</u>, effective Oct. 1, 2020.</p> <p>If the city is not listed, but the county is listed, use the daily rate of the county.</p> <p>For locations not listed (city or county), the daily rates are:</p> <ul style="list-style-type: none"> • Lodging In-State/Out-of-State: up to \$96 • Meals In-State/Out-of-State: up to \$55
<p>In-State or Out-of-State Non-Overnight Meals</p>	<p>Not to exceed \$36 daily</p>

[Back to Top](#)

Aircraft Mileage	\$1.27 per mile (Jan. 1 – Dec. 31, 2020)
-------------------------	--

Key Officials

In-State or Out-of-State Meals and Lodging	<p>Up to twice the amount listed on GSA’s <u>Domestic Maximum Per Diem Rates</u>.</p> <p>For areas not listed, the daily rates are:</p> <ul style="list-style-type: none"> • Lodging In-State/Out-of-State: up to \$192 • Meals In-State/Out-of-State: up to \$110
In-State or Out-of-State Non-Overnight Meals	Not to exceed \$72 daily
Automobile Mileage	<p>56 cents per mile (Jan. 1 – Dec. 31, 2021)</p> <p>57.5 cents per mile (Sept. 1 – Dec. 31, 2020)</p>
Aircraft Mileage	\$1.27 per mile (Jan. 1 – Dec. 31, 2020)



[Home](#) / [Travel](#)

Rental Vehicle vs. Mileage Reimbursement Calculator

Instructions

1. Enter the total round-trip miles to be driven.
2. Enter the total number of rental days this trip will take.
3. Enter the daily rental vehicle rate from the [State Travel Management Program website](#) .
(Rates are on a 24 hour basis.)
4. Enter the market price of one gallon of fuel.
5. Enter the current mileage reimbursement rate.
6. Enter the estimated MPG for the vehicle being driven.
7. Enter applicable state/local sales taxes and any additional fees/surcharges.

Once you input these values, the calculator will determine whether it is more cost effective to rent a vehicle or drive your personal vehicle and claim mileage. The results will appear under "Calculated Results."

Input Variables	In-State	Out of State
Total Miles to be Driven	<input type="text" value="164"/>	<input type="text"/>
Total Days in Trip	<input type="text" value="3"/>	<input type="text"/>
<u>Daily Rental Vehicle Rate</u> <input type="checkbox"/>	\$ <input type="text" value="37.00"/>	\$ <input type="text"/>
<u>Cost of Gasoline per Gallon</u> <input type="checkbox"/>	\$ <input type="text" value="1.80"/>	\$ <input type="text"/>
<u>Mileage Reimbursement Rate</u> <input type="checkbox"/>	¢ <input type="text" value="57.5"/> (Ex: if current rate is 53.5 enter it as 53.5, if current rate is 50.0 enter 50 or 50.0)	¢ <input type="text"/> (Ex: if current rate is 54.5 enter it as 54.5, if current rate is 50.0 enter 50 or 50.0)

State/Local Taxes & Addt'l Surcharges/Fee	\$ <input type="text" value="30.00"/>	\$ <input type="text"/>
--	---------------------------------------	-------------------------

Calculated Results

Personal Mileage Reimbursement Cost	In-State Mileage	Out-of-State Mileage
Mileage	\$ 94.30	\$ 0.00

Rental Vehicle Costs	In-State	Out-of-State
Rental Rate	\$ 111.00	\$ 0.00
State/Local Taxes & Addt'l Surcharges/Fees	\$ 30.00	\$ 0.00
Refueling	\$ 11.35	\$ 0.00
Total	\$ 152.35	\$ 0.00

In-State Results

Personal vehicle (Mileage) provides the greatest state benefit.

From: [Diana Alvarado](#)
To: [TDA Travel](#)
Cc: [Diana Alvarado](#); [Rebecca Bustamante](#)
Subject: Travel Voucher (Sid Miller 12/04/2020 - 12/05/2020)
Date: Monday, December 21, 2020 3:28:04 PM
Attachments: [TravelVoucher_SidMiller_120420.pdf](#)

The attached travel voucher is ready for processing.

Travel Voucher (Sid Miller 12/04/2020 - 12/05/2020)
\$585.40

Thank You,

“Due to the current public health situation, TDA is currently practicing social distancing and working primarily from remote locations. TxCDBG staff will use email as the primary method of contact, and is committed to promptly responding to all concerns. Thank you for your patience and your understanding of limitations on resources immediately available in the current environment.”

Diana Alvarado
Texas Department of Agriculture
Office of Rural Affairs
P.O. Box 12847
Austin, Texas 78711
Direct Line: (512) 936-6734
Fax Line: (888) 216-9867
Email: diana.alvarado@texasagriculture.gov

•

Stockyards Hotel

109 E. Exchange Avenue, Fort Worth, TX, 76164

★★★

Favorite

Sorry, this hotel is fully booked

There are no more rooms available at this hotel for your selected dates. Please return to search to view other available options.

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Starting at

[Choose a Room](#)



[View all photos \(34\)](#)

Guest Reviews

8.3 / 10

Great

7 reviews

Popular Amenities



[All Amenities](#)



109 E. Exchange Avenue, Fort Worth, TX, 76164

[Choose a Room](#)



COMMISSIONER SID MILLER

Texas Department of Agriculture
Travel Contract Service Exception

ATR-404

SECTION A	¹ EMPLOYEE NAME		
	First Name SID	M. I.	Last Name MILLER
	Departure Date (mm/dd/yy) 12/04/2020		Return Date 12/05/2020
	² ACCOUNTING USE ONLY		
Travel Voucher No.			

	¹ TRAVEL CONTRACT SERVICE EXCEPTION(S) UTILIZED	TYPE OF SERVICE
SECTION B	<input type="checkbox"/> (1) Contract travel agency alternative. <input type="checkbox"/> Use of an authorized alternative method is allowable because the state traveler is already in travel status which renders the use of a contract travel agency impractical or unnecessary; <input type="checkbox"/> Airline reservations are not required; <input type="checkbox"/> Reservations can be secured through a different source that results in a lower overall cost to the state; or <input type="checkbox"/> Travel is undertaken as part of a group program for which reservations must be made through a specified source to obtain a particular rate and/or service.	<input type="checkbox"/> Airfare <input type="checkbox"/> Lodging <input type="checkbox"/> Rental Car
	<input type="checkbox"/> (2) Lower total cost to the State. Use of a non-contract travel vendor is less than the contract fare or rate which is offered to the general public, and/or when all trip expenses are evaluated, including ground transportation, insurance fees, parking fees, taxes, and travel time, the use results in a lower total overall cost to the State. If the contract travel vendor offers the same lower fare or rate, the contract travel vendor must be used, unless a valid exception exists.	<input type="checkbox"/> Airfare <input type="checkbox"/> Lodging <input type="checkbox"/> Rental Car

¹ TRAVEL CONTRACT SERVICE EXCEPTION(S) UTILIZED (CONTINUED)		TYPE OF SERVICE
SECTION B (CONTINUED)	<input checked="" type="checkbox"/> (3) Efficient use of services. <ul style="list-style-type: none"> <input type="checkbox"/> Use of a non-contract travel vendor is necessary because the contract travel vendor is sold out, <input checked="" type="checkbox"/> Use of a non-contract travel vendor is necessary because the contract travel vendor is not able to provide services at the time or location necessary to accomplish the purpose of the trip, <input type="checkbox"/> Use of a non-contract travel vendor is necessary because the contract travel vendor has a real or anticipated labor disruption, <input type="checkbox"/> Use of a non-contract travel vendor is necessary because they are providing negotiated rates for group travel. 	<input type="checkbox"/> Airfare <input checked="" type="checkbox"/> Lodging <input type="checkbox"/> Rental Car
	<input type="checkbox"/> (4) Health and safety issues. Use of a non-contract travel vendor may be allowed when a state traveler finds that the accommodations provided by the vendor may reasonably present a risk to the state traveler or person under the State's custody in the following circumstances: <ul style="list-style-type: none"> <input type="checkbox"/> A) Accommodations may lack a reasonable amount of security or safety, and/or may present a health risk based on the state traveler's individual needs; <input type="checkbox"/> (B) Accommodations fail to provide an adequate amount of services required for a person with disabilities; or <input type="checkbox"/> (C) Accommodations have limited availability of medical emergency facilities or equipment that may be required by a state traveler or person under the state's custody. 	<input type="checkbox"/> Airfare <input type="checkbox"/> Lodging <input type="checkbox"/> Rental Car
	<input type="checkbox"/> (5) Corporate travel charge card alternative. Use of a personal charge card is allowable only for non-contract airfares used in accordance with this chapter if it offers insurance benefits not available from the state's corporate travel charge card contract.	<input type="checkbox"/> Airfare <input type="checkbox"/> Lodging <input type="checkbox"/> Rental Car

~~JUL 08 2021~~

TRAVEL VOUCHER / FORM

1. Archive reference number	2. Agency number 551	3. Agency name Texas Department of Agriculture					4. Current document number 54059
	5. Effective date (Agency use)	6. Doc date (First date of travel)	7. Doc agency	8. FY	9. Document amount		
		06/05/21	551	21	\$ 1,207.51		
10. Pay to: SID MILLER				11. Title COMMISSIONER			
				12 Designated headquarters AUSTIN			
13. Texas Identification number 70000047442		14. AGENCY USE					

15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
		225	10210	29041	21	7112	113.12
INVOICE NUMBER		PMT DUE DATE		AGENCY USE			
0001				212904101			
AGENCY USE							

15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
		225	10210	29041	21	7114	787.25
INVOICE NUMBER		PMT DUE DATE		AGENCY USE			
0001				212904101			
AGENCY USE							

15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
		225	10210	29041	21	7115	285.40
INVOICE NUMBER		PMT DUE DATE		AGENCY USE			
0001				212904101			
AGENCY USE							

16. Service date (Last date of travel) 6/9/20 21	17. Description (Agency use only) Traveled to Little Rock, Arkansas to attend SASDA Conference
---	---

18. DISTRIBUTION	AMOUNT
Expense itemization for in-state travel:	
Fares, Public transportation Taxi	
Air fare	
Rental car	
Personal car mileage-This amount comes from the totals in Y for In-State Mileage Total	Miles @ (Rate set by Legislature) .56 \$ 0.00
Meals and / or lodging-This amount comes from the totals in J+K (or L, if applicable) fields	
Hotel Occupancy Tax	
Parking Description:	
Incidental expenses (Itemize)	
Expense itemization for out-of-state travel:	
Fares, Public transportation Taxi	
Air fare	
Rental car	
Personal car mileage-This amount comes from the totals in Y for Out-of-State Mileage Total	202 Miles @ (Rate set by Legislature) .56 \$ 113.12
Meals and / or lodging-This amount comes from the totals in V+W (or X, if applicable) fields	\$ 787.25
Parking Description: AIRPORT	\$ 120.00
Incidental expenses (Itemize) HOTEL TAX 95.40 LYFT 21.74 BAGGAGE FEE 70.00	\$ 187.14
TOTAL	\$ 1,207.51

19. I certify that the expense account shown above is true, correct, and unpaid.

Claimant sign here Aaron Clay Date: 7/8/2021	Supervisor sign here [Signature] Date: 7/8/2021
20. Contact name Aaron Clay	21. Agency use
22. Agency Approval sign here	Title TX-TDA-21-0913-A-000480 Date

1. Doc agency	2. Current document number
551	

TRAVEL VOUCHER / FORM CONTINUATION

15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
		255	10210	29041	21	7111	21.74
INVOICE NUMBER		PMT DUE DATE		AGENCY USE			
0001				212904101			
AGENCY USE							
15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
INVOICE NUMBER		PMT DUE DATE		AGENCY USE			
AGENCY USE							
15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
INVOICE NUMBER		PMT DUE DATE		AGENCY USE			
AGENCY USE							
15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
INVOICE NUMBER		PMT DUE DATE		AGENCY USE			
AGENCY USE							
15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
INVOICE NUMBER		PMT DUE DATE		AGENCY USE			
AGENCY USE							
15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
INVOICE NUMBER		PMT DUE DATE		AGENCY USE			
AGENCY USE							
15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
INVOICE NUMBER		PMT DUE DATE		AGENCY USE			
AGENCY USE							
15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
INVOICE NUMBER		PMT DUE DATE		AGENCY USE			
AGENCY USE							

IN-STATE MEALS AND LODGING											ACTUAL EXPENSE				
A. Leave Headquarters				B. Arrive Headquarters				C. Meals non-overnight not to exceed \$36	D. Meals not to exceed Maximum Rate	E. Lodging not to exceed Maximum Rate	F. TOTAL	G. Meals	H. Lodging	I. TOTAL	
Date	Hour	Min.	m.	Date	Hour	Min.	m.								
TOTAL MEALS NON OVERNIGHT								J.	TOTAL MEALS & LODGING			K.	TOTAL ACTUAL EXPENSE		L.

OUT-OF-STATE MEALS AND LODGING											ACTUAL EXPENSE				
M. Leave Headquarters				N. Arrive Headquarters				O. Meals non-overnight not to exceed \$36	P. Meals not to exceed Maximum Rate	Q. Lodging not to exceed Maximum Rate	R. TOTAL	S. Meals	T. Lodging	U. TOTAL	
Date	Hour	Min.	m.	Date	Hour	Min.	m.								
06/05/21	10	00	a						\$ 55.00		\$ 55.00		\$ 159.00	\$ 159.00	
06/06/21									\$ 55.00		\$ 55.00		\$ 159.00	\$ 159.00	
06/07/21									\$ 0.00				\$ 159.00	\$ 159.00	
06/08/21									\$ 0.00				\$ 159.00	\$ 159.00	
				06/09/21	5	00	p		\$ 41.25		\$ 41.25				
TOTAL MEALS NON OVERNIGHT								V.	TOTAL MEALS & LODGING			W. \$ 151.25	TOTAL ACTUAL EXPENSE		X. \$ 636.00

DATE	Y. INFORMATION REQUIRED BY TEXTRAVEL AND OTHER PERTINENT INFORMATION	TYPE (I or O)	MILEAGE POINT TO POINT*
06/05/21	Traveled via commercial airline from Dallas/Fort Worth DFW Airport to Little Rock, Arkansas to attend the SASDA - Southern Association of State Department of Agriculture Conference. Secured lodging and remained overnight.	O	101.00
06/06/21	Attended the SASDA - Southern Association of State Department of Agriculture Conference. Remained overnight.		
06/07/21	Attended the SASDA - Southern Association of State Department of Agriculture Conference. Remained overnight.		
06/08/21	Attended the SASDA - Southern Association of State Department of Agriculture Conference. Remained overnight.		

* Show point-to-point breakdown, including intra-city mileage claims



LITTLE ROCK MARRIOTT

GUEST FOLIO

1808	MILLER/SID	159.00	06/09/21	12.00	8051	45680
ROOM	NAME	RATE	DEPART	TIME	ACCT#	GROUP
CONC			06/05/21	16.51		
TYPE			ARRIVE	TIME		
83						
ROOM	ADDRESS	DS			MBV#:	594391906
CLERK		PA				
DATE	REFERENCES		CHARGES	CREDITS	BALANCES DUE	
06/05	GP ROOM	1808, 1	159.00			
06/05	SL TAX	1808, 1	14.31			
06/05	OCC TAX	1808, 1	9.54			
06/06	GP ROOM	1808, 1	159.00			
06/06	SL TAX	1808, 1	14.31			
06/06	OCC TAX	1808, 1	9.54			
06/07	GP ROOM	1808, 1	159.00			
06/07	SL TAX	1808, 1	14.31			
06/07	OCC TAX	1808, 1	9.54			
06/08	GP ROOM	1808, 1	159.00			
06/08	SL TAX	1808, 1	14.31			
06/08	OCC TAX	1808, 1	9.54			
06/09	CCARD-DS			731.40		
	PAYMENT RECEIVED BY: DISCOVER					.00

23.85

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Conference Hotel

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LITTLE ROCK MARRIOTT
3 STATEHOUSE PLAZA
LITTLE ROCK AR 72201

6/5/2021

Rebecca Bustamante

From: SID MILLER <repsidmiller@gmail.com>
Sent: Friday, June 18, 2021 4:15 PM
To: Rebecca Bustamante
Subject: Fwd: Your ride with Jordan on June 5

WARNING: This email originated from outside of the Texas Department of Agriculture email system. DO NOT click links or open attachments unless you expect them from the sender and know the content is safe.

SASDA

Texas Agriculture Commissioner
Sid Miller
Facebook/Millerfortexas

Begin forwarded message:

From: Lyft Receipts <no-reply@lyftmail.com>
Date: June 6, 2021 at 4:47:15 PM CDT
To: repsidmiller@gmail.com
Subject: Your ride with Jordan on June 5



JUNE 5, 2021 AT 4:35 PM

Thanks for riding with Jordan!

100% of tips go to drivers. [Add a tip](#)



Lyft XL fare (6.64mi, 10m 43s) \$21.74

Discover

\$21.74

Pickup 4:35 PM

1 Airport Rd, Little Rock, AR

Drop-off 4:46 PM

128 W Markham St, Little Rock, AR

We do rentals now

Reserve your own set of wheels with Lyft Rentals - right from the app.

[RESERVE NOW](#)

Make expensing business rides easy

Enable business profile on Lyft to make expensing rides quick and easy.

[GET BUSINESS PROFILE](#)

TIP DRIVER

FIND LOST ITEM

REQUEST REVIEW

To protect against unauthorized behavior, you may see an authorization hold on your bank statement. This is to verify your payment method and will not be charged.

Help Center

Receipt #1548868019248318532

We never share your address with your driver after a ride.
[Learn more](#) about our commitment to safety.

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© 2021 Lyft, Inc.
548 Market St., P.O. Box 68514
San Francisco, CA 94104
CPUC ID No. TCP0032513 - P

Work at Lyft
Become a Driver



TDA Rental Car vs. Mileage Reimbursement Calculator

INSTRUCTIONS FOR INPUT VARIABLES BOX:

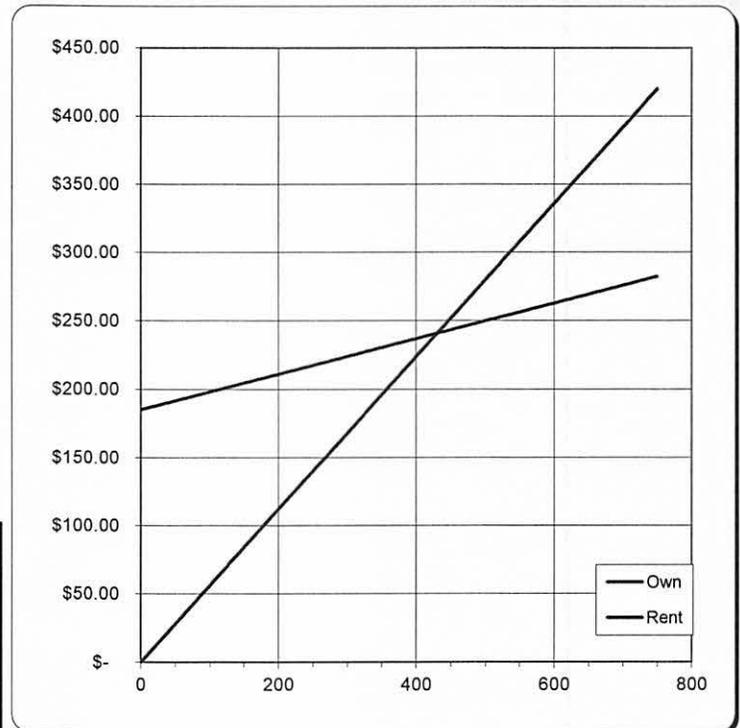
- 1) Enter the total round-trip miles to be driven.
- 2) Enter the total number of rental days this trip will take.
- 3) Enter the daily rate of the car class to be rented from chart below. (Rates are on a 24 hour basis.)
- 4) Enter the market price of one gallon of fuel.
- 5) Enter the current Mileage Reimbursement Rate.
- 6) Enter the time it takes to pick up and return the rental vehicle (in fraction of hours, i.e. .5 = 1/2 hour)
- 7) Enter your hourly salary rate per table below
- 8) Enter the estimated MPG for the vehicle being driven.
- 9) Enter applicable state/local sales taxes and any additional fees/surcharges.

Once you have input these variables, the calculator will determine whether it is more cost effective to rent a car or take mileage reimbursement on your own car. These results will appear in the "Calculated Results" box.

*NOTE: Data entry cells are light grey.

Personal vehicle (Mileage) provides the greatest state benefit

Breakeven Chart



Input Variables	
Total Miles to be Driven	202
Total Days in Trip	5
Car Rental Daily Price *	\$ 37.00
Cost of Gasoline per Gallon	\$ 2.85
Mileage Reimbursement Rate	\$ 0.560
Time to pick up and return rental vehicle	1
Hourly salary rate per table	\$ 103.00
Rental Car Gas Mileage (MPG)	22.00
State/Local Taxes & Addtl Surcharges/Fees	\$ 20.00

Calculated Results	
Personal Mileage Reimbursement Cost	
Mileage	\$ 113.12
Rental Car Cost	
Rental Rate	\$ 185.00
Cost of Time	\$ 103.00
State/Local Taxes & Addtl Surcharges/Fees	\$ 20.00
Refueling	26.17
Total	\$ 334.17

CURRENT CONTRACT RATES		
Type of Car	Daily Rate*	MPG**
Compact	\$33.00	31
Intermediate	\$35.00	26
Standard	\$37.00	22
Full Size	\$37.00	21
SUV/Minivan	\$54.00	18

*Additional contract car rates listed on the hyperlink above.
 **Estimated miles per gallon (MPG).

Hourly Rate for TDA Employees to Use for Rental Car Cost of Time	
If your salary is between	Salary Rate
\$25,000 - \$75,000	33.00
\$75,001 - \$150,000	69.00
Over \$150,000	103.00

IMPORTANT: Travelers are encouraged to use a rental vehicle whenever possible, even if a personal vehicle would cost less for short trips. Personal vehicles should not be used for out of state travel. If a traveler chooses to use a personal vehicle, the reimbursement will not exceed the amount it would have cost for a rental vehicle plus the cost of time it would take to pick up and return the rental vehicle.

Rebecca Bustamante

From: Commissioner Sid Miller
Sent: Saturday, June 19, 2021 2:24 PM
To: Rebecca Bustamante
Subject: Travel SASDA

Follow Up Flag: Follow up
Flag Status: Flagged

140 for baggage

american 

PASSENGER NAME
MILLER/SIDNEY CARROLL

UPT050LB 23KG AND62LI 1 30.00 USD
UPT050LB 23KG AND62LI 1 40.00 USD

LIT DFW - AA
Total with Applicabl
Credit Card DS [REDACTED] 70.00 USD

Fare 70.00USD
TFC
TFC
TFC
Total 70.00USD

FLIGHT DATE
3642 JUNE 09, 2021

PNR: J1FXVP
Agent: LIT-SSM 001 0271114473 0

American Airlines
MILLER/SIDNEY CARR
09 JUN
AA 3642/09 DFW
PNR:
J1FXVP
DALLAS FT WORTH TX
4011362212
AA 36 22 12

TFC=TAXES, FEES & CHARGES
NOT VALID FOR TRAVEL

Baggage Fee
Commissioner 2@70.00

70.00 6/9/2021

70.00 6/5/2021
need receipt

Travel SASDA

Commissioner Sid Miller
 To: Rebecca Buttram
 Retention Policy: Index (30 days)
 Expires: 7/15/2021
 This item will expire in 28 days. To keep this item longer apply a different Retention Policy.
 Follow us: Start by Tuesday, June 22, 2021. Due by Tuesday, June 22, 2021.

Reply Reply All Forward

Sat 6/19/2021 2:24 PM



American Airlines

MILLER/SIDNEY CARR
 09JUN
 AA 3642/09 DFW PNR: J1FXVP

UPT050LB 23KG AND62LI	1	30.00 USD
UPT050LB 23KG AND62LI	1	40.00 USD
LIT DFW - AA		70.00 USD
Total with Applicable Credit Card		70.00 USD

DALLAS FT WORTH TX
 AA 36 22 12
 TFC=TAXES, FEES & CHARGES

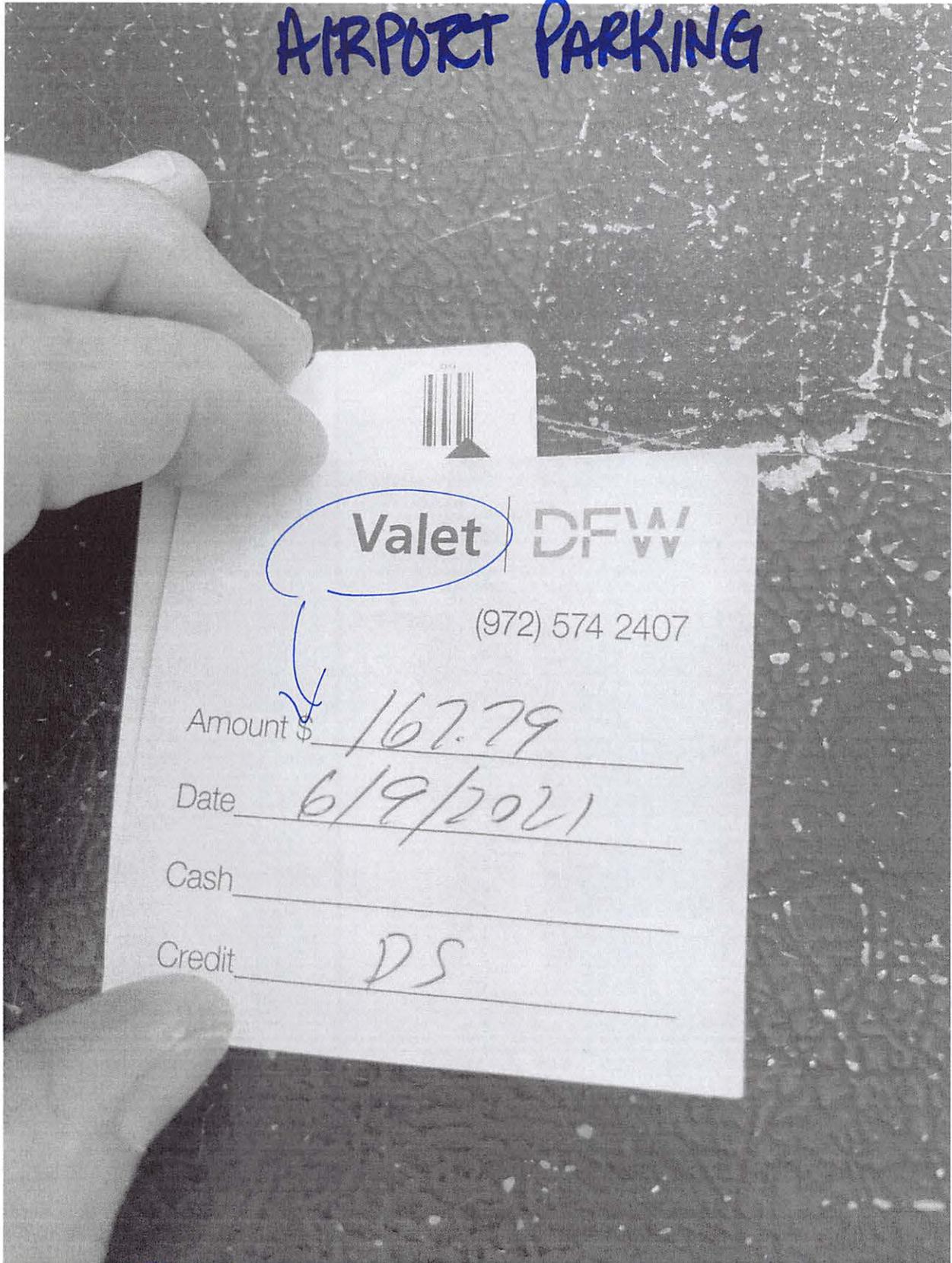
Fare 70.00 USD
 TFC
 TFC
 TFC
 Total 70.00 USD

FLIGHT DATE
 3642 JUNE 09, 2021

PNR: J1FXVP
 Agent: LIT-SSM 001 0271114473 0

NOT VALID FOR TRAVEL

SASDA 6/9/2021
AIRPORT PARKING



June	5	24.00	} #120.00 Self parking DFW
"	6	24.00	
"	7	24.00	
"	8	24.00	
"	9	24.00	



If email attachments are not compatible with your company calendar configuration, click on the links below to add to your calendar.
 For a single calendar entry click [here](#)

Travel Itinerary
 Agency Booking Confirmation Number: **KJM5CS**

Passenger Names

MILLER/SIDNEY CARROLL

Please verify that everything is correct on this itinerary. If there are any mistakes you must advise National Travel Systems within 24 hours. We will not be held responsible for any change fees or additional charges to correct any mistakes that are not reported within 24 hours of the ticket being issued.

All ticketed flights must be cancelled prior to departure. Failure to do so could result in the cancellation of the entire itinerary, and loss of the ticket value.

Please reconfirm your flights 24 hours prior to departure

American Airlines - Flight Number 4242		Confirmation: JIFXVP
Departure: Sat, 06/5/2021 12:24 PM Departure City: Dallas/Ft Worth, TX (DFW) Departing Terminal: Status: Confirmed	Arrival: Sat, 06/5/2021 1:42 PM Arrival City: Little Rock, AR (LIT) Arrival Terminal: Class of Service: M - Economy Fare Basis Code: M0AWZRN1	Equipment: E75 Travel Time: 1 hour(s) 18 minute(s) Add flight to Calendar Baggage Info Operating Carrier Baggage Info Weather <input type="button" value="CHECK IN NOW"/>
Operated By ENVOY AIR AS AMERICAN EAGLE Seat Assignments:		

American Airlines - Flight Number 3642		Confirmation: JIFXVP
Departure: Wed, 06/9/2021 12:34 PM Departure City: Little Rock, AR (LIT) Departing Terminal: Status: Confirmed	Arrival: Wed, 06/9/2021 1:55 PM Arrival City: Dallas/Ft Worth, TX (DFW) Arrival Terminal: Class of Service: M - Economy Fare Basis Code: M0AWZRN1	Equipment: E75 Travel Time: 1 hour(s) 21 minute(s) Add flight to Calendar Baggage Info Operating Carrier Baggage Info Weather <input type="button" value="CHECK IN NOW"/>
Operated By ENVOY AIR AS AMERICAN EAGLE Seat Assignments:		

Invoice Detail

	Base	US Taxes	XT Taxes	
Name: MILLER/SIDNEY CA				
American Airlines Ticket: 0017627494760	617.68	46.33	28.80	Amount: \$692.81
Invoice Number: 000687698				
Professional Fee: 8900786542092				Amount: \$5.00
				Total Fare: USD \$697.81
Your total has been charged to Mastercard ending [REDACTED]				

Frequent Flyer Info

American Airlines [REDACTED]

General Remarks

PLEASE VERIFY THE DATES TIMES AND LEGAL NAME
OF THE TRAVEL THAT HAS BEEN PREPARED FOR YOU
IF THERE ARE ANY MISTAKES PLEASE ADVISE WITHIN 24
HOURS. NATIONAL TRAVEL WILL NOT BE HELD RESPONSIBLE
FOR ANY CHANGE FEES OR ADDITIONAL CHARGES TO CORRECT
ANY MISTAKES THAT ARE NOT REPORTED WITHIN 24 HOURS
OF TICKET BEING ISSUED
*** FARES ARE SUBJECT TO CHANGE UNTIL TICKETED ***
PLEASE RECONFIRM FLIGHTS 24 HOURS IN ADVANCE
AS SCHEDULE CHANGES MAY HAVE OCCURRED.
FOR AFTER HOURS EMERGENCY SERVICE CALL 1-800-542-0452
** YOUR REFUNDABLE FARE IS \$454.80 **
** PLUS A SERVICE FEE OF 11.79 **
EXCEPTION CODE C
MCO 8900786199915 SERVICE FEE
TICKET NUMBER: 0017627232315
INVOICE NUMBER: 000687662
MCO 8900786542092 SERVICE FEE
TICKET NUMBER: 0017627494760
INVOICE NUMBER: 000687698



COMMISSIONER SID MILLER

Texas Department of Agriculture
Travel Request for In-State

ATR-400

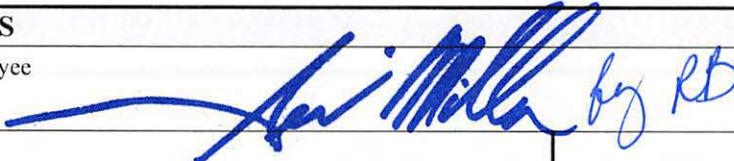
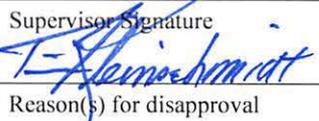
SECTION A	¹ EMPLOYEE INFORMATION				
	First Name SID	M. I.	Last Name MILLER	Title COMMISSIONER	Texas identification number 70000047442
	² PURPOSE OF TRAVEL				
	<input checked="" type="checkbox"/> Conference <input type="checkbox"/> Training <input type="checkbox"/> Agency Outreach <input type="checkbox"/> Other (please list)				
	³ TRAVEL DATES AND TIME				
	Departure Date (mm/dd/yy) 06/05/2021	Departure Time 08:00 <input checked="" type="checkbox"/> a.m. <input type="checkbox"/> p.m.	Return Date (mm/dd/yy) 06/09/2021	Return Time 05:00 <input type="checkbox"/> a.m. <input checked="" type="checkbox"/> p.m.	AY of travel dates 21
	⁴ TRAVEL LOCALE				
	<input type="checkbox"/> In-State (not to exceed GSA per diem rate) <input type="checkbox"/> In-State (actual expenses not to exceed GSA per diem rate)				
	⁵ DESCRIBE SPECIFIC PURPOSE OF TRAVEL				
	<u>Traveling to Little Rock, Arkansas to attend 2021 SASDA Annual Meeting.</u>			Meals & Lodging \$631.00 Transportation \$80.00 Mileage \$0.00 Total Request \$711.00	Index 10210 PCA 29041

Traveler's Name SID MILLER	Return Date 06/09/2021	Amount \$711.00
-----------------------------------	-------------------------------	------------------------

1 TRAVEL EXPENSE ITEMIZATIONS														
LOCATIONS IN-STATE		PER DIEM (7106)			TRANSPORTATION									
Departure City	Destination City	Estimated Meal Expense Days X GSA Rate* or Actual	Estimated Lodging Expense Days X GSA Rate* or Actual	Direct Billed Hotel	State Vehicle	Estimated Mileage Expense (7102) (Miles X 0.575 = Cost)		Commercial Airline (7101)		Aircraft Pooling Board (7445)		Rental Vehicle (7101)		Parking, Tolls, (7105) or Taxi (7101)
						Miles	Cost	BTA	BTA	BTA	BTA			
DALLAS	LITTLE ROCK, ARKANSAS	\$ 41.00	\$ 96.00	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	20.00
LITTLE ROCK	LITTLE ROCK	\$ 55.00	\$ 96.00	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	20.00
LITTLE ROCK	LITTLE ROCK	\$ 55.00	\$ 96.00	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	20.00
LITTLE ROCK	LITTLE ROCK	\$ 55.00	\$ 96.00	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	20.00
LITTLE ROCK	DALLAS	\$ 41.00	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
Total		\$247.00	\$384.00	<input type="checkbox"/>	<input type="checkbox"/>	0.00	\$0.00	\$0.00	<input type="checkbox"/>	\$0.00	<input type="checkbox"/>	\$0.00	<input type="checkbox"/>	\$80.00

1 TRAVEL ADVANCE REQUEST, IF NEEDED	
SECTION C	Is travel advance needed? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, complete ATR-403 Travel Advance Request form using Totals from above.
	Total for Meals \$247.00 Total for Lodging \$384.00 Total Parking, Tolls, or Taxi \$80.00 TOTAL EXPENSES: \$ 711.00 80%= Maximum Advance Amount \$ 568.80

Traveler's Name SID	MILLER	Return Date 06/09/2021	Amount \$711.00
---------------------	--------	------------------------	-----------------

SECTION D	1 APPROVALS		
	Requesting Employee		Date (mm/dd/yy)
			4/20/2021
	AC/RD	<input type="checkbox"/> Approved <input type="checkbox"/> Not approved <input type="checkbox"/> Revise	
	Travel Accountant	<input type="checkbox"/> Filed	
	1 SIGNATURE OF SUPERVISOR		
Supervisor Signature	Supervisor Printed Name	Date (mm/dd/yyyy)	
	Tim Klein-Schmitt	4-20-21	<input checked="" type="checkbox"/> Approved <input type="checkbox"/> Disapproved <input type="checkbox"/> Revise
Reason(s) for disapproval			
Assistant Commissioner/Regional Director		Date (mm/dd/yyyy)	
<input type="checkbox"/> Concur <input type="checkbox"/> Do not concur			

SECTION E	1 CHECKLIST TO BE COMPLETED BY REQUESTING EMPLOYEE
	Please use this checklist to ensure you are sending all of the necessary information and documents. <input type="checkbox"/> ATR-400 Travel Request for In-State form <input type="checkbox"/> ATR-403 Travel Advance Request form (if applicable)

 An official website of the United States government

U.S. General Services Administration

FY 2021 Per Diem Rates for Arkansas

I'm interested in:

Lodging by month (excluding taxes) | October 2020 - September 2021

Cities not appearing below may be located within a county for which rates are listed. To determine what county a city is located in, visit the National Association of Counties (NACO) website (a non-federal website).

Primary Destination 	County 	2020 Oct	Nov	Dec	2021 Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
Standard Rate	Applies for all locations without specified rates	\$96	\$96	\$96	\$96	\$96	\$96	\$96	\$96	\$96	\$96	\$96	\$96

Meals & Incidentals (M&IE) Breakdown ⁱ

Use this table to find the following information for federal employee travel:

M&IE Total - the full daily amount received for a single calendar day of travel when that day is neither the first nor last day of travel.

Breakfast, lunch, dinner, incidentals - Separate amounts for meals and incidentals. M&IE Total = Breakfast + Lunch + Dinner + Incidentals. Sometimes meal amounts must be deducted from trip voucher. See More Information

First & last day of travel - amount received on the first and last day of travel and equals 75% of total M&IE.

Primary Destination ⁱ	County ⁱ	M&IE Total	Continental Breakfast/Breakfast	Lunch	Dinner	Incidental Expenses	First & Last Day of Travel ⁱ
Standard Rate	Applies for all locations without specified rates	\$55	\$13	\$14	\$23	\$5	\$41.25

I'm interested in:

Last Reviewed: 2020-01-10

 An official website of the United States government

U.S. General Services Administration

FY 2021 Per Diem Rates for Arkansas

I'm interested in:

Lodging by month (excluding taxes) | October 2020 - September 2021

Cities not appearing below may be located within a county for which rates are listed. To determine what county a city is located in, visit the National Association of Counties (NACO) website (a non-federal website).

Primary Destination ⓘ	County ⓘ	2020 Oct	Nov	Dec	2021 Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
Standard Rate	Applies for all locations without specified rates	\$96	\$96	\$96	\$96	\$96	\$96	\$96	\$96	\$96	\$96	\$96	\$96
Hot Springs	Garland	\$103	\$103	\$103	\$103	\$103	\$103	\$103	\$103	\$103	\$103	\$103	\$103

Meals & Incidentals (M&IE) Breakdownⁱ

Use this table to find the following information for federal employee travel:

M&IE Total - the full daily amount received for a single calendar day of travel when that day is neither the first nor last day of travel.

Breakfast, lunch, dinner, incidentals - Separate amounts for meals and incidentals. M&IE Total = Breakfast + Lunch + Dinner + Incidentals. Sometimes meal amounts must be deducted from trip voucher. See More Information

First & last day of travel - amount received on the first and last day of travel and equals 75% of total M&IE.

Primary Destination ⁱ	County ⁱ	M&IE Total	Continental Breakfast/Breakfast	Lunch	Dinner	Incidental Expenses	First & Last Day of Travel ⁱ
Standard Rate	Applies for all locations without specified rates	\$55	\$13	\$14	\$23	\$5	\$41.25
Hot Springs	Garland	\$61	\$14	\$16	\$26	\$5	\$45.75

I'm interested in:

Last Reviewed: 2020-01-10



If email attachments are not compatible with your company calendar configuration, click on the links below to add to your calendar.

For a single calendar entry click [here](#)

Travel Itinerary

Agency Booking Confirmation Number: **KJM5CS**

Passenger Names

MILLER/SIDNEY CARROLL

Please verify that everything is correct on this itinerary. If there are any mistakes you must advise National Travel Systems within 24 hours. We will not be held responsible for any change fees or additional charges to correct any mistakes that are not reported within 24 hours of the ticket being issued.

All ticketed flights must be cancelled prior to departure. Failure to do so could result in the cancellation of the entire itinerary, and loss of the ticket value.

Please reconfirm your flights 24 hours prior to departure

AA American Airlines - Flight Number 4242		Confirmation: JIFXVP
Departure: Sat, 06/5/2021 12:24 PM Departure City: Dallas/Ft Worth, TX (DFW) Departing Terminal: Status: Confirmed	Arrival: Sat, 06/5/2021 1:42 PM Arrival City: Little Rock, AR (LIT) Arrival Terminal: Class of Service: M - Economy Fare Basis Code: M0AWZRN1	Equipment: E75 Travel Time: 1 hour(s) 18 minute(s) Add flight to Calendar Baggage Info Operating Carrier Baggage Info Weather <input type="button" value="CHECK IN NOW"/>
Operated By ENVOY AIR AS AMERICAN EAGLE Seat Assignments:		

AA American Airlines - Flight Number 3642		Confirmation: JIFXVP
Departure: Wed, 06/9/2021 12:34 PM Departure City: Little Rock, AR (LIT) Departing Terminal: Status: Confirmed	Arrival: Wed, 06/9/2021 1:55 PM Arrival City: Dallas/Ft Worth, TX (DFW) Arrival Terminal: Class of Service: M - Economy Fare Basis Code: M0AWZRN1	Equipment: E75 Travel Time: 1 hour(s) 21 minute(s) Add flight to Calendar Baggage Info Operating Carrier Baggage Info Weather <input type="button" value="CHECK IN NOW"/>
Operated By ENVOY AIR AS AMERICAN EAGLE Seat Assignments:		

Invoice Detail

	Base	US Taxes	XT Taxes	
Name: MILLER/SIDNEY CA				
American Airlines Ticket: 0017627494760	617.68	46.33	28.80	Amount: \$692.81
Invoice Number: 000687698				
Professional Fee: 8900786542092				Amount: \$5.00
				Total Fare: USD \$697.81
Your total has been charged to Mastercard ending in [REDACTED]				

Frequent Flyer Info

American Airlines [REDACTED]

General Remarks

PLEASE VERIFY THE DATES TIMES AND LEGAL NAME
OF THE TRAVEL THAT HAS BEEN PREPARED FOR YOU
IF THERE ARE ANY MISTAKES PLEASE ADVISE WITHIN 24
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FOR ANY CHANGE FEES OR ADDITIONAL CHARGES TO CORRECT
ANY MISTAKES THAT ARE NOT REPORTED WITHIN 24 HOURS
OF TICKET BEING ISSUED

*** FARES ARE SUBJECT TO CHANGE UNTIL TICKETED ***

PLEASE RECONFIRM FLIGHTS 24 HOURS IN ADVANCE
AS SCHEDULE CHANGES MAY HAVE OCCURRED.

FOR AFTER HOURS EMERGENCY SERVICE CALL 1-800-542-0452

** YOUR REFUNDABLE FARE IS \$454.80 **

** PLUS A SERVICE FEE OF 11.79 **

EXCEPTION CODE C

MCO 8900786199915 SERVICE FEE

TICKET NUMBER: 0017627232315

INVOICE NUMBER: 000687662

MCO 8900786542092 SERVICE FEE

TICKET NUMBER: 0017627494760

INVOICE NUMBER: 000687698



Empowering the Global Future of Food, Fiber, and Forestry
June 5–9, 2021 | Little Rock, Arkansas

sasdaannualconference.com

#SASDA2021

TX-TDA-21-0913-A-000504

SASDA 2021
SPONSORS

Diamond

Revolution



SASDA 2021

FROM THE PRESIDENT

Dear Members, Sponsors, and Friends:

The Arkansas Department of Agriculture is honored to welcome you to Arkansas for the 2021 SASDA annual meeting!

Agriculture is Arkansas's largest industry, contributing more than \$21 billion to our state's economy each year. Our diverse agriculture production includes livestock, poultry, aquaculture, row crops, specialty crops, and forestry. Arkansas consistently ranks in the top 25 nationally in the production of more than 15 different agricultural commodities.

SASDA meetings are always informative, engaging, and entertaining. I'm confident that this year's annual meeting will be no different as we work together to address challenges and discuss opportunities in each of our states and southern agriculture.

We are grateful to the many generous sponsors that have made the 2021 SASDA annual meeting possible. They have all made significant contributions and have helped us work through the additional challenges of planning an in-person event during unprecedented times. Their efforts are greatly appreciated and I hope you will join me in thanking them personally over the next few days.

On behalf of the Southern Association of State Departments of Agriculture (SASDA), thank you again for attending this year's annual meeting and allowing us to show you some Authentic Arkansas hospitality. Please do not hesitate to let us know if we can be of assistance in any way during your stay.



A handwritten signature in black ink that reads "Wes Ward". The signature is stylized and written in a cursive-like font.

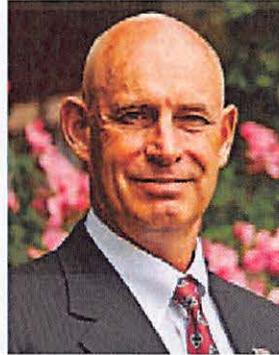
Wes Ward
Secretary of Agriculture
State of Arkansas

SASDA 2021

MEMBERS



PRESIDENT
Secretary Wes Ward
Arkansas Department of
Agriculture



VICE PRESIDENT
Commissioner Kent Leonhardt
West Virginia Department of
Agriculture



SECRETARY
Commissioner Rick Pate
Alabama Department of
Agriculture



TREASURER
Commissioner Brad Copenhaver
Virginia Department of Agriculture
and Consumer Services



Commissioner
Nikki Fried
Florida Department of Agriculture
and Consumer Services



Commissioner
Gary Ward Black Sr.
Georgia Department
of Agriculture



Commissioner
Dr. Ryan F. Quarles
Kentucky Department
of Agriculture



Commissioner
Dr. Mike Strain
Louisiana Department of
Agriculture



Secretary
Joseph Bartenfelder
Maryland Department of
Agriculture



Commissioner
Andy Gipson
Mississippi Department of
Agriculture and Commerce



Commissioner
Steve Troxler North Carolina
Department of Agriculture and
Consumer Services



Secretary
Ramon Gonzalez Beiro
Puerto Rico Department of
Agriculture



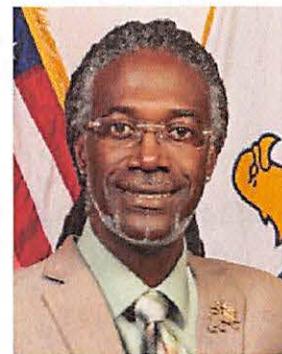
Commissioner
Hugh Weathers
South Carolina Department
of Agriculture



Commissioner
Dr. Charlie Hatcher
Tennessee Department of
Agriculture



Secretary
Sid Miller
Texas Department of
Agriculture



Commissioner
Positive T.A. Nelson
Virgin Islands Department
of Agriculture

SASDA 2021

CONFERENCE AGENDA

Saturday, June 5, 2021

11:00 am to 4:00 pm	Registration	Balcony, Ballroom level
1:30 pm	Hot Springs Excursion <i>(*Please be aboard the motorcoach no later than 1:25 pm)</i> <i>Attire: Casual</i>	
2:30 pm to 6:00 pm	<i>Exploring Hot Springs</i>	
6:00 pm to 8:00 pm	<i>Reception and Dinner</i>	The Bugler Restaurant, Oaklawn Resort
8:00 pm	<i>Return to Little Rock Marriott</i>	
10:00 pm to 12:00 am	Hospitality Suite	Room 1907

Sunday, June 6, 2021

7:00 am to 9:00 am	Breakfast	Balcony, Ballroom level
9:00 am to 12:00 pm	Free time	
12:00 pm to 5:00 pm	Registration	Balcony, Ballroom level
12:00 pm to 4:00 pm	Business Meetings <i>Attire: Casual</i>	Pinnacle Room
12:00 pm to 12:30 pm	• Lunch	
12:30 pm to 2:00 pm	• SASDA Business Meeting	
2:00 pm to 2:30 pm	• NASDA Updates	
2:30 pm to 2:45 pm	• Break	
2:45 pm to 4:00 pm	• SUSTA Business Meeting	
4:00 pm to 5:30 pm	Free Time	
5:30 pm to 6:30 pm	Reception <i>Attire: Casual</i>	Pinnacle Room
	• Special Guest - Senator Boozman, Ranking Member, U.S. Senate Committee on Agriculture, Nutrition, and Forestry	
6:30 pm to 8:30 pm	Dinner Presented by Catfish Farmers of Arkansas	Old State House
8:30 pm to 12:00 am	Hospitality Suite	Room 1907

* Buses will load from the front of the Little Rock Marriott.

Monday, June 7, 2021

7:00 am to 8:30 am	Breakfast <i>Attire: Business Casual</i>	Grand Ballroom
8:30 am to 9:00 am	Opening Ceremony <ul style="list-style-type: none">• Wes Ward, Arkansas Secretary of Agriculture and 2020-2021 SASDA President• Faith Fritch, State President, 4-H• Anna Mathis, National Secretary, FFA• The Honorable Asa Hutchinson, Governor of Arkansas	Grand Ballroom
9:00 am to 10:30 am	Updates from Arkansas Congressional Delegation <ul style="list-style-type: none">• Rep. Rick Crawford, U. S. House Agriculture Committee• Rep. Bruce Westerman, Ranking Member, U.S. House Committee on Natural Resources• Rep. French Hill, U.S. House Committee on Financial Services	Grand Ballroom
10:30 am to 10:45 am	Break	
10:45 am to 11:30 am	Program and Industry Updates <ul style="list-style-type: none">• USDA/NIFA's Farm and Ranch Stress Assistance Network: Southern Region Efforts - Dr. Heather Sedges Wallace, University of Tennessee Institute of Agriculture• Farms Under Threat: State of the States - Billy Van Pelt, American Farmland Trust• Policy Update - Ryan Yates, American Farm Bureau Federation	
11:30 am to 12:45 pm	Lunch Presented by Simmons Bank <ul style="list-style-type: none">• Agricultural Law Update - Harrison Pittman, National Agricultural Law Center	Grand Ballroom
12:45 pm to 1:15 pm	Free Time	
1:15 pm	Arkansas Delta Tour <i>(*Please be aboard the motorcoach by 1:10 pm)</i> <i>Attire: Casual</i>	
2:15 pm to 3:15 pm	<i>Tour Mack's Prairie Wings and Rich-N-Tone Calls, Inc.</i>	
3:15 pm	<i>Depart for Five Oaks Hunting Lodge</i>	
3:45 pm to 6:00 pm	<i>Five Oaks Hunting Lodge - Conservation Tour/Update</i>	
6:00 pm to 6:30 pm	<i>Reception</i>	
6:30 pm to 7:45 pm	<i>Dinner</i> <i>Presented by Revolution</i>	
8:00 pm	<i>Return to Little Rock Marriott</i>	
9:00 pm to 12:00 am	Hospitality Suite	Room 1907

Tuesday, June 8, 2021

6:30 am to 7:30 am	Breakfast <i>Attire: Casual</i>	Grand Ballroom
8:00 am	Industry Discussion at Winthrop Rockefeller Institute <i>(*Please be aboard the motorcoach by 7:55 am)</i>	Petit Jean Mountain
9:30 am to 10:00 am	<i>Free time and self-guided tour of Winthrop Rockefeller Museum</i>	
10:00 am to 10:45 am	<i>Livestock and Poultry Update</i>	
10:45 am to 11:30 am	<i>The Arkansas Timber Project</i> • Peter MacKeith, Fay Jones School of Architecture, University of Arkansas	
11:30 am to 11:45 am	<i>Break</i>	
11:45 am to 12:30 pm	<i>Agricultural Technology Theft</i> • Lily Hebert, Federal Bureau of Investigation, Little Rock Office	
12:30 pm	<i>Lunch</i> <i>Presented by the Arkansas Cattlemen's Association</i> • Remarks - Janet Harris, Winthrop Rockefeller Institute	
1:45 pm	<i>Departure for Conway</i>	
3:00 pm	Tour of Structurlam Mass Timber Corporation	
4:00 pm	<i>Return to Little Rock Marriott</i>	
4:45 pm to 7:00 pm	<i>Free Time</i>	
7:00 pm to 7:30 pm	Reception <i>Attire: Business Casual</i>	Grand Ballroom Foyer
7:30 pm to 10:00 pm	President's Dinner <i>Presented by Southern Crop Production Association</i> • Entertainment - Buddy Jewell - Arkansas Entertainers Hall of Fame inductee and ICMA Male Vocalist of the Year 2019	Grand Ballroom
10:00 pm to 12:00 am	<i>Hospitality Suite</i>	Room 1907

Wednesday, June 9, 2021

7:00 am to 9:00 am	Breakfast	Grand Ballroom
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SASDA 2021

SPEAKERS



Asa Hutchinson is the 46th governor of the State of Arkansas and is the current Vice Chair of the National Governors Association. While serving in Congress, he was appointed by President George W. Bush as the administrator of the Drug Enforcement Administration and later as an undersecretary in the newly created Department of Homeland Security. Governor Hutchinson grew up on a small farm in Gravette.



The Honorable John Boozman, Arkansas's senior U. S. Senator, serves as the Ranking Member of the U. S. Senate Committee on Agriculture, Nutrition, and Forestry. Senator Boozman has been a consistent champion for farmers, ranchers, and loggers and was instrumental in the fight for an equitable farm bill. As Ranking Member, he will play a key role in influencing policy that relates to the agriculture economy, nutrition programs, and quality of life in rural America.



The Honorable Rick Crawford has served five terms as the U. S. Representative from the First District of Arkansas. Representative Crawford is a member of the Agriculture Committee, serving on the Subcommittees on Commodity Exchanges, Energy, and Credit, and General Farm Commodities and Risk Management. He has played a critical role in passing two Farm Bills, having served on the Conference Committees in 2014 and 2018. Representative Crawford views agriculture as a national security issue - a nation that cannot feed itself is a nation that is not secure.



The Honorable Bruce Westerman is a Hot Springs native currently serving his fourth term as U. S. Representative from the Fourth District of Arkansas. Representative Westerman serves as Ranking Member of the Committee on Natural Resources and on the Committee on Transportation and Infrastructure. He is a graduate of the University of Arkansas with a Bachelor of Science degree in Biological and Agricultural Engineering and received a Master of Forestry degree from Yale University.



The Honorable French Hill is serving his fourth term as U.S. Representative from Arkansas's Second Congressional District. He is a member of the U.S. House Committee on Financial Services where he serves as Ranking Member of the Subcommittee on National Security, International Development, and Monetary Policy. Representative Hill also serves on the Congressional Oversight Commission established by the CARES Act and was selected in 2019 to be a member of the United States-Mexico-Canada Agreement (USMCA) Republican House Whip Team.



Dr. Heather Sedges Wallace is an associate professor, human development specialist, and certified family life educator in the Department of Family and Consumer Sciences Department of the University of Tennessee Institute of Agriculture. Her work addresses individual- and family-level well-being from a socioecological systems-based perspective. Her expertise in community-based participatory practice translates into a strong ability to establish and elevate mission-driven networks of interdisciplinary groups.



Billy Van Pelt is the Director of External Relations and Senior Advisor for American Farmland Trust (AFT). He works with major donors throughout the Southeast, presents at conferences and meetings of allied organizations, and secures partnerships and sponsorships to increase AFT's visibility across the region. Before joining AFT, Van Pelt ran his own government relations firm. During this time, he served as the founding CEO of Woodford Forward, a land use advocacy organization.



Ryan Yates is the Managing Director for Public Policy at the American Farm Bureau Federation (AFBF). In this role, Yates manages the AFBF Public Policy department in the preparation and execution of strategies to implement Farm Bureau legislative and regulatory policy priorities. Yates previously served as Director of Congressional Relations at AFBF and on the staff of the U.S. House of Representatives Committee on Resources.



Harrison Pittman is the Director of the National Agriculture Law Center. Harrison received his Juris Doctor from the University of Arkansas at Little Rock William H. Bowen School of Law and earned an LL.M. in Agricultural Law from the University of Arkansas School of Law. He has authored articles on numerous subjects, including the National Organic Program, the Perishable Agricultural Commodities Act, the constitutionality of corporate farming laws, pesticide regulation and litigation, agritourism, states' recreational use statutes, the Packers and Stockyards Act, agricultural bankruptcy issues, and environmental laws impacting agriculture.



Peter MacKeith is dean and professor of architecture at the Fay Jones School of Architecture and Design at the University of Arkansas. MacKeith is a nationally recognized design educator and administrator, serving as chair of the advisory committee for the Northwest Arkansas Design Excellence Program, a regional initiative of the Walton Family Foundation. MacKeith is a member of the editorial board of Places Journal for architecture, landscape architecture, and urbanism.



Lily Hebert, a graduate of Mississippi State University, is a member of the FBI Little Rock Counterintelligence Program. Lily works to identify and defeat threats by adversarial governments and their proxies. Her efforts primarily focus on safeguarding critical sectors, including the agricultural industry—particularly threats posed by nontraditional actors seeking to gain unauthorized access to cutting edge business practices, research, and development.



Janet Harris is the Chief Strategy Officer with the Winthrop Rockefeller Institute. Harris holds a Master of Public Administration from the University of Arkansas at Little Rock and spent 20 years as a public administration professional in Arkansas prior to joining the Institute staff in 2016. Harris is the creator of the Institute's Walks with the Governor program and speaks frequently on the legacy of Winthrop Rockefeller.



Anna Mathis serves as the 2020-2021 National FFA Secretary. In this role she informs, motivates, and inspires 760,000+ FFA members, along with advisors, state staff and teachers, while forming relationships with corporate sponsors and state and national legislators. Anna previously served as the Arkansas State FFA President.

SASDA 2021

SPOUSE AGENDA

Sunday, June 6, 2021

7:00 am to 9:00 am	Breakfast	Balcony, Ballroom level
9:00 am to 5:30 pm	Explore Little Rock	
12:00 pm to 5 pm	Registration	Balcony, Ballroom Level
5:30 pm to 6:30 pm	Reception <i>Attire: Casual</i>	Pinnacle Room
6:30 pm to 8:30 pm	Dinner	Old State House
8:30 pm to 12:00 am	Hospitality Suite	Room 1907

Monday, June 7, 2021

7:00 am to 8:30 am	Breakfast	Balcony, Ballroom level
9:15 am to 11:00 am	Authentic Arkansas Tour <i>(Bus will load at the front of the hotel)</i> <i>Attire: Casual</i>	
11:15 am to 12:30 pm	Private lunch and shopping, The Root Café and The Green Corner Store	
12:30 pm	<i>Load bus for Bella Vita</i>	
1:00 pm to 2:30 pm	Shopping and Authentic Arkansas "Wire Wrapped Crystal" Workshop, Bella Vita Jewelry & Gifts	
2:30 pm	<i>Load bus for Five Oaks Hunting Lodge</i>	
3:45 pm to 6:00 pm	Five Oaks Hunting Lodge Tour and Entertainment	
6:00 pm to 7:45 pm	<i>Reception and Dinner</i>	Five Oaks Hunting Lodge
8 pm	<i>Return to Little Rock Marriott</i>	
9:00 pm to 12:00 am	Hospitality Suite	Room 1907

Tuesday, June 8, 2021

6:30 am to 8:00 am	Breakfast	Balcony, Ballroom level
8:30 am	Load bus and depart for Garvan Woodland Gardens <i>Attire: Casual</i>	
9:30 am to 11:00 am	Explore Garvan Woodland Gardens	
11:00 am to 12:00 pm	<i>Private Lunch in the Magnolia Room</i>	
12:15 pm	<i>Load bus and depart for Little Rock Marriott</i>	
1:30 pm to 7:00 pm	Free Time	
7:00 pm to 7:30 pm	Reception <i>Attire: Business Casual</i>	Grand Ballroom Foyer
7:30 pm to 10 pm	President's Dinner • Entertainment – Buddy Jewell – Arkansas Entertainers Hall of Fame inductee and ICMA Male Vocalist of the Year 2019	Grand Ballroom
10:00 pm to 12:00 am	Hospitality Suite	Room 1907

Wednesday, June 8, 2021

7:00 am to 9:00 am	Breakfast	Balcony, Ballroom level
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SASDA 2021
SPONSORS
(Continued)

Platinum

RICELAND



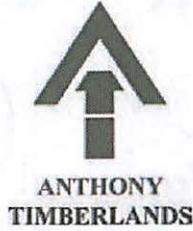
Gold

AIRBOX[™]
CLEAN AIR. PURE & SIMPLE.

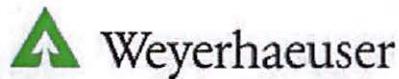




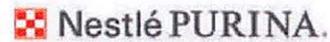
Silver



MI-CORPORATION



Bronze





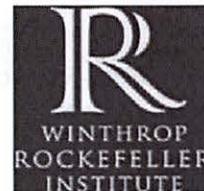
Friends of
Agriculture

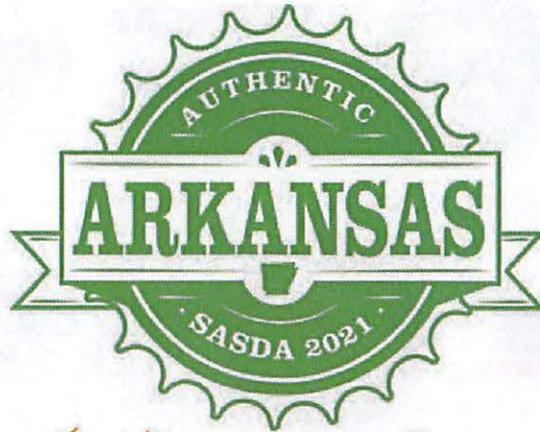


Central
Arkansas
RC&D



Lake Village, Arkansas
Sam E. Angel & Sam E. Angel II







Face coverings are required on all DFW Airport facilities

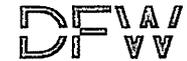
Dismiss

Park at DFW

Terminal Parking

Most convenient on-Airport parking close to your gate

Parking Information



- ▣ Closest to gate
- ▣ Parking guidance system in garages A, D and E
- ▣ Prepaid Parking Available (*Not Valid for DFW Airport Valet)

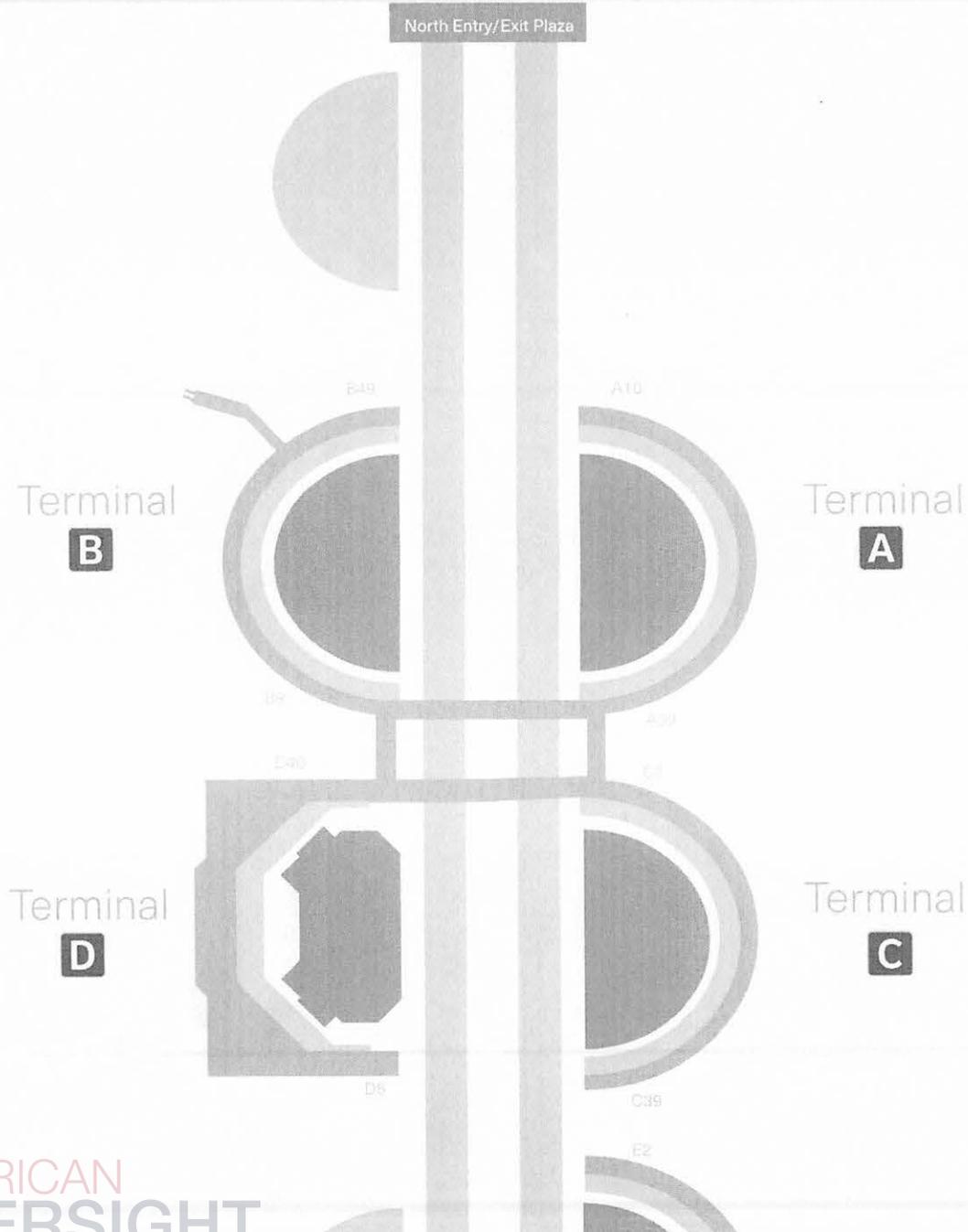
Why Prepay Park

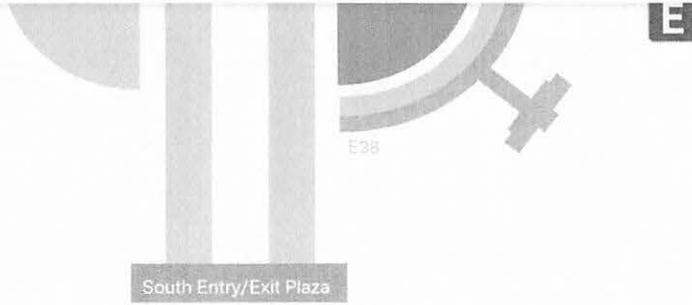
- ▣ Save up to 50% off when you prepay
- ▣ Promotional offers that provide deeper discounts
- ▣ Take advantage of the convenience of booking in advance

Daily Rates

Time	Daily Rate
0 - 8 mins	\$6.00
8 - 30 mins	\$2.00
30 mins - 2 hrs	\$3.00
2 - 4 hrs	\$9.00
4 - 6 hrs	\$10.00
6 - 24 hrs	\$24.00

Terminal Map





Useful Information

Details for When You Park



Entering and Exiting



Helpful Resources





Save up to 50% on parking rates

Save big and book now with DFW's prepaid parking.

Book Now →

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Face coverings are required on all DFW Airport facilities

Dismiss

Park at DFW

Valet

A premium and seamless experience

Parking Information



Don't drop off and pick up. Find us in the 1-hour zones of the garages on the Arrivals Level at A15, A24, A29, B9, B30, C7, C21 and E7 (reservation drop-off only), E17 or E28 based on availability. For Terminal D, we are located curbside on the departures level at D18.

Valet Benefits

- ▣ Valet parking available on the arrival levels of Terminals A, B, C and E or at the departures level of Terminal D.
- ▣ Pick up and drop off at any terminal
- ▣ Car wash and detail services available

Daily Rates

- ▣ Effective July 15, 2021 DFW Airport Valet daily rates will increase to \$34/day

Reservations

Enjoy a seamless valet experience with our "scan and go" drop-off service. To make reservations, click below or call +1-972-574-2407.

Valet Quick Links

[Reserve Now with Valet](#)

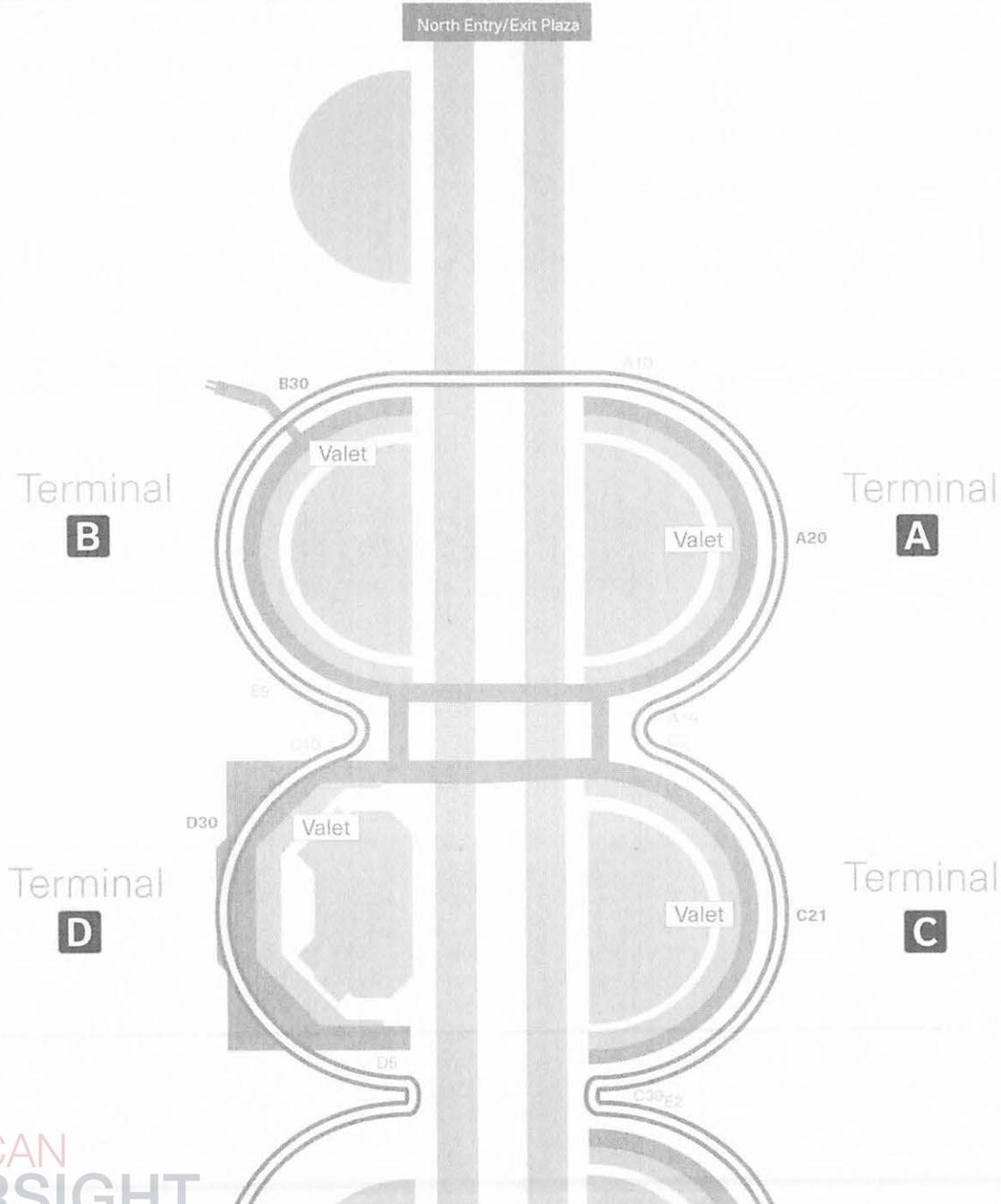


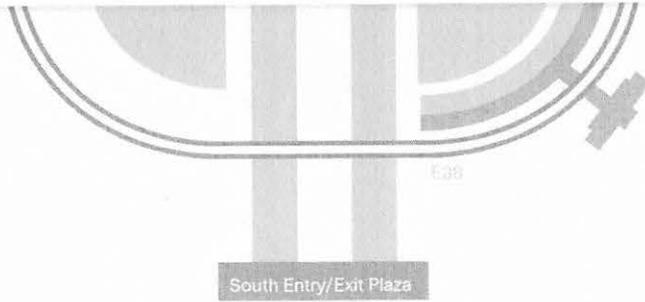
Reserve with the DFW Airport Valet App





Valet Map





Useful Information

Details for When You Park



Entering and Exiting



Helpful Resources





Reserve with DFW Airport Valet

Enjoy a seamless valet experience with our "scan and go" drop-off service. To make reservations, reserve below with our form, with the DFW Valet app or call +1-972-574-2407.

Reserve Now →

DFW Airport Valet App →

Passengers

Flights

Airlines

Park Now

Security Wait Times

Map

Shop/Dine/Relax

General

Business & Community

Careers at DFW

About DFW

Community

Board & Administration

Business Opportunities

Procurement

[Go to top](#)

07/12/21

~~JUL 08 2021~~

TRAVEL VOUCHER / FORM

1. Archive reference number	2. Agency number 551	3. Agency name Texas Department of Agriculture					4. Current document number 54062
	5. Effective date (Agency use)	6. Doc date (First date of travel) 06/17/21	7. Doc agency 551	8. FY 21	9. Document amount \$ 401.47		
10. Pay to: SID MILLER				11. Title COMMISSIONER			
				12 Designated headquarters AUSTIN			
13. Texas Identification number 70000047442		14. AGENCY USE					

15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
		225	10210	29041	21	7102	150.08
INVOICE NUMBER 0001		PMT DUE DATE		AGENCY USE 212904101			
AGENCY USE							

15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
		225	10210	29041	21	7104	223.00
INVOICE NUMBER 0001		PMT DUE DATE		AGENCY USE 212904101			
AGENCY USE							

15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
		225	18998	29041	21	7135	10.02
INVOICE NUMBER 0001		PMT DUE DATE		AGENCY USE 212904101			
AGENCY USE							

16. Service date (Last date of travel) 6/18/20	17. Description (Agency use only) Traveled to Fort Worth for Texas Agriculture Matters Filming
---	---

18. DISTRIBUTION	AMOUNT
Expense itemization for in-state travel:	
Fares, Public transportation Taxi	
Air fare	
Rental car	
Personal car mileage-This amount comes from the totals in Y for In-State Mileage Total	268 Miles @ (Rate set by Legislature) .56 \$ 150.08
Meals and / or lodging-This amount comes from the totals in J+K (or L, if applicable) fields	\$ 223.00
Hotel Occupancy Tax	\$ 28.39
Parking Description:	
Incidental expenses (Itemize)	
Expense itemization for out-of-state travel:	
Fares, Public transportation Taxi	
Air fare	
Rental car	
Personal car mileage-This amount comes from the totals in Y for Out-of-State Mileage Total	Miles @ (Rate set by Legislature) .56 \$ 0.00
Meals and / or lodging-This amount comes from the totals in V+W (or X, if applicable) fields	
Parking Description:	
Incidental expenses (Itemize)	
TOTAL	\$ 401.47

19. I certify that the expense account shown above is true, correct, and unpaid.

sign here Claimant 	Date 7/8/2021	sign here Supervisor 	Date 7/8/2021
20. Contact name Aaron Clay		21. Agency use	
22. Agency Approval sign here		Title	Date TX-TDA-21-0913-A-000532

IN-STATE MEALS AND LODGING												ACTUAL EXPENSE			
A. Leave Headquarters				B. Arrive Headquarters				C. Meals non-overnight not to exceed \$36	D. Meals not to exceed Maximum Rate	E. Lodging not to exceed Maximum Rate	F. TOTAL	G. Meals	H. Lodging	I. TOTAL	
Date	Hour	Min.	m.	Date	Hour	Min.	m.								
06/17/21	10	00	P						\$ 26.00	\$ 167.00	\$ 193.00				
				06/18/21	4	00	P		\$ 30.00		\$ 30.00				
TOTAL MEALS NON OVERNIGHT								J.	TOTAL MEALS & LODGING			K. \$ 223.00	TOTAL ACTUAL EXPENSE		L.

OUT-OF-STATE MEALS AND LODGING												ACTUAL EXPENSE			
M. Leave Headquarters				N. Arrive Headquarters				O. Meals non-overnight not to exceed \$36	P. Meals not to exceed Maximum Rate	Q. Lodging not to exceed Maximum Rate	R. TOTAL	S. Meals	T. Lodging	U. TOTAL	
Date	Hour	Min.	m.	Date	Hour	Min.	m.								
TOTAL MEALS NON OVERNIGHT								V.	TOTAL MEALS & LODGING			W.	TOTAL ACTUAL EXPENSE		X.

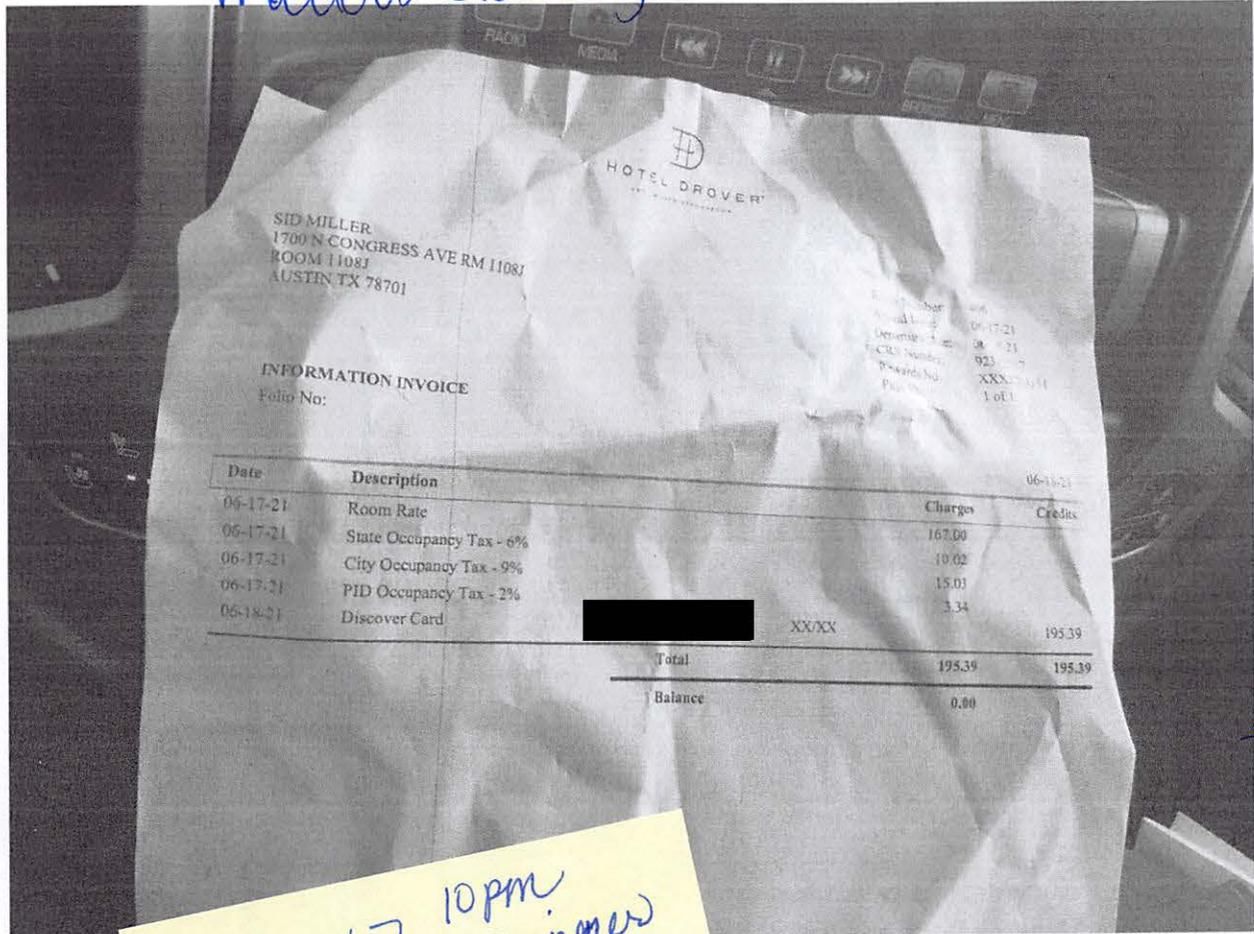
DATE	Y. INFORMATION REQUIRED BY TEXTRAVEL AND OTHER PERTINENT INFORMATION	TYPE (I or O)	MILEAGE POINT TO POINT*
06/17/21	Traveled via personally owned vehicle from Austin to Fort Worth for filming the next morning Texas Agriculture Matters series. Secured lodging and remained overnight.	I	189.90
06/18/21	Checked out of hotel and proceed to Fort Worth Stockyards to film the Texas Agriculture Matters series. Traveled via personally owned vehicle from Fort Worth to Stephenville, Texas. END OF TRIP	I	78.1

* Show point-to-point breakdown, including intra-city mileage claims

IN-STATE MILEAGE TOTAL	I	268	OUT-OF-STATE MILEAGE TOTAL	O	78.1	TX-174-21-0913A-000534
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Texas Agriculture
Matters Filming

6/17/2021



SID MILLER
1700 N CONGRESS AVE RM 1108J
ROOM 1108J
AUSTIN TX 78701

HOTEL DROVER
1700 N CONGRESS AVE
AUSTIN, TX 78701

INFORMATION INVOICE
Folio No:

Room Number 1108J
Check In 06-17-21
Check Out 06-21-21
CRS Number 923
Package No XXX-1108J
Page No 1 of 1

Date	Description	Charges	Credits
06-17-21	Room Rate	167.00	
06-17-21	State Occupancy Tax - 6%	10.02	
06-17-21	City Occupancy Tax - 9%	15.01	
06-17-21	PID Occupancy Tax - 2%	3.34	
06-18-21	Discover Card [REDACTED] XXXX		195.39
	Total	195.39	195.39
	Balance	0.00	

167.00
10.02
15.03
3.34

28.39

June 17 10pm - business
June 18 8am to 5pm - all meals
mileage

per diem rate
167.00 hotel

TDA Rental Car vs. Mileage Reimbursement Calculator

INSTRUCTIONS FOR INPUT VARIABLES BOX:

- 1) Enter the total round-trip miles to be driven.
- 2) Enter the total number of rental days this trip will take.
- 3) Enter the daily rate of the car class to be rented from chart below. (Rates are on a 24 hour basis.)
- 4) Enter the market price of one gallon of fuel.
- 5) Enter the current Mileage Reimbursement Rate.
- 6) Enter the time it takes to pick up and return the rental vehicle (in fraction of hours, i.e. .5 = 1/2 hour)
- 7) Enter your hourly salary rate per table below
- 8) Enter the estimated MPG for the vehicle being driven.
- 9) Enter applicable state/local sales taxes and any additional fees/surcharges.

Once you have input these variables, the calculator will determine whether it is more cost effective to rent a car or take mileage reimbursement on your own car. These results will appear in the "Calculated Results" box.

*NOTE: Data entry cells are light grey.

Input Variables	
Total Miles to be Driven	268
Total Days in Trip	2
Car Rental Daily Price *	\$ 37.00
Cost of Gasoline per Gallon	\$ 2.85
Mileage Reimbursement Rate	\$ 0.560
Time to pick up and return rental vehicle	1
Hourly salary rate per table	\$ 103.00
Rental Car Gas Mileage (MPG)	22.00
State/Local Taxes & Addtl Surcharges/Fees	\$ 20.00

Calculated Results	
Personal Mileage Reimbursement Cost	
Mileage	\$ 150.08
Rental Car Cost	
Rental Rate	\$ 74.00
Cost of Time	\$ 103.00
State/Local Taxes & Addtl Surcharges/Fees	\$ 20.00
Refueling	34.72
Total	\$ 231.72

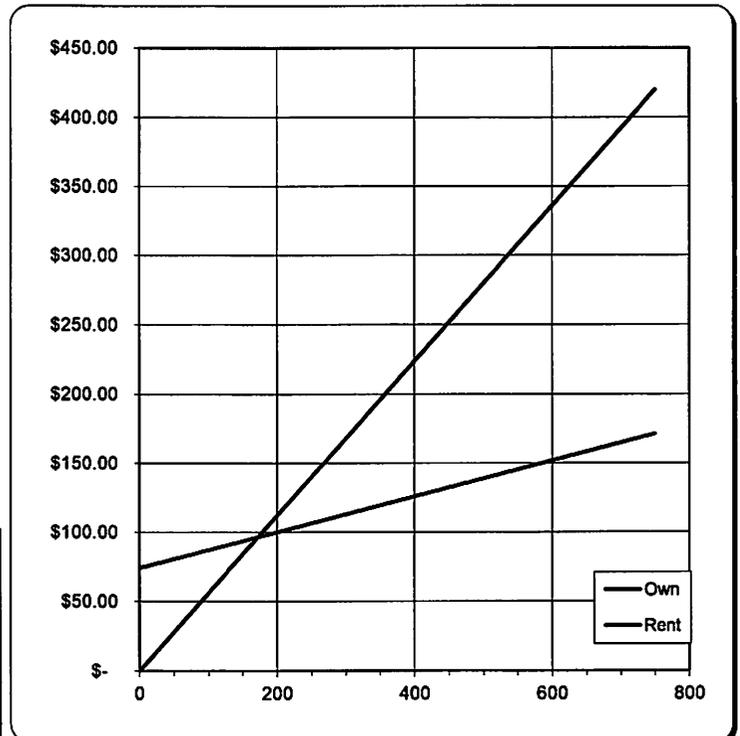
CURRENT CONTRACT RATES		
Type of Car	Daily Rate*	MPG**
Compact	\$33.00	31
Intermediate	\$35.00	26
Standard	\$37.00	22
Full Size	\$37.00	21
SUV/Minivan	\$54.00	18

*Additional contract car rates listed on the hyperlink above.
 **Estimated miles per gallon (MPG).

Hourly Rate for TDA Employees to Use for Rental Car Cost of Time If your salary is between	Salary Rate
\$25,000 - \$75,000	33.00
\$75,001 - \$150,000	69.00
Over \$150,000	103.00

Personal vehicle (Mileage) provides the greatest state benefit

Breakeven Chart



IMPORTANT: Travelers are encouraged to use a rental vehicle whenever possible, even if a personal vehicle would cost less for short trips. Personal vehicles should not be used for out of state travel. If a traveler chooses to use a personal vehicle, the reimbursement will not exceed the amount it would have cost for a rental vehicle plus the cost of time it would take to pick up and return the rental vehicle.

 An official website of the United States government

GSA U.S. General Services Administration

FY 2021 Per Diem Rates for Texas

I'm interested in:

Lodging by month (excluding taxes) | October 2020 - September 2021

Cities not appearing below may be located within a county for which rates are listed. To determine what county a city is located in, visit the National Association of Counties (NACO) website (a non-federal website).

Primary Destination 	County 	2020 Oct	Nov	Dec	2021 Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
Arlington / Fort Worth / Grapevine	Tarrant County / City of Grapevine	\$167	\$167	\$167	\$167	\$167	\$167	\$167	\$167	\$167	\$167	\$167	\$167
Standard Rate	Applies for all locations without specified rates	\$96	\$96	\$96	\$96	\$96	\$96	\$96	\$96	\$96	\$96	\$96	\$96

Meals & Incidentals (M&IE) Breakdown¹

Use this table to find the following information for federal employee travel:

M&IE Total - the full daily amount received for a single calendar day of travel when that day is neither the first nor last day of travel.

Breakfast, lunch, dinner, incidentals - Separate amounts for meals and incidentals. M&IE Total = Breakfast + Lunch + Dinner + Incidentals. Sometimes meal amounts must be deducted from trip voucher. See More Information

First & last day of travel - amount received on the first and last day of travel and equals 75% of total M&IE.

Primary Destination ²	County ³	M&IE Total	Continental Breakfast/Breakfast	Lunch	Dinner	Incidental Expenses	First & Last Day of Travel ⁴
Arlington / Fort Worth / Grapevine	Tarrant County / City of Grapevine	\$61	\$14	\$16	\$26	\$5	\$45.75
Standard Rate	Applies for all locations without specified rates	\$55	\$13	\$14	\$23	\$5	\$41.25

I'm interested in:

Last Reviewed: 2020-01-10



COMMISSIONER SID MILLER

Texas Department of Agriculture
Travel Request for In-State

ATR-400

SECTION A	1 EMPLOYEE INFORMATION					
	First Name SID	M. I.	Last Name MILLER	Title COMMISSIONER	Texas identification number 70000047442	
	2 PURPOSE OF TRAVEL					
	<input type="checkbox"/> Conference <input type="checkbox"/> Training <input type="checkbox"/> Agency Outreach <input checked="" type="checkbox"/> Other (please list) TAM FILMING					
	3 TRAVEL DATES AND TIME					
Departure Date (mm/dd/yy) 06/17/2021	Departure Time 10 <input type="checkbox"/> a.m. <input checked="" type="checkbox"/> p.m.	Return Date (mm/dd/yy) 06/18/2021	Return Time 05:00 <input type="checkbox"/> a.m. <input checked="" type="checkbox"/> p.m.	AY of travel dates 21		
4 TRAVEL LOCALE						
<input type="checkbox"/> In-State (not to exceed GSA per diem rate) <input type="checkbox"/> In-State (actual expenses not to exceed GSA per diem rate)						
5 DESCRIBE SPECIFIC PURPOSE OF TRAVEL						
<u>Traveled via POV to Fort Worth for filming Texas Agriculture Matters TV Series.</u>			Meals & Lodging \$210.00 Transportation \$0.00 Mileage \$162.40 Total Request \$372.40	Index 10210 PCA 29041		

Traveler's Name SID MILLER	Return Date 06/18/2021	Amount \$372.40
-----------------------------------	-------------------------------	------------------------

¹ TRAVEL EXPENSE ITEMIZATIONS														
LOCATIONS IN-STATE		PER DIEM (7106)			TRANSPORTATION									
Departure City	Destination City	Estimated Meal Expense Days X GSA Rate* or Actual	Estimated Lodging Expense Days X GSA Rate* or Actual	Direct Billed Hotel	State Vehicle	Estimated Mileage Expense (7102) (Miles X 0.560 = Cost)		Commercial Airline (7101)		Aircraft Pooling Board (7445)		Rental Vehicle (7101)		Parking, Tolls, (7105) or Taxi (7101)
						Miles	Cost		BTA		BTA		BTA	
AUSTIN	FORT WORTH	\$ 55.00	\$ 100.00	<input type="checkbox"/>	<input type="checkbox"/>	190.00	\$106.40		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
FORT WORTH	STEPHENVILLE	\$ 55.00	\$	<input type="checkbox"/>	<input type="checkbox"/>	100.00	\$56.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>		\$0.00		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
Total		\$110.00	\$100.00	<input type="checkbox"/>	<input type="checkbox"/>	290.00	\$162.40	\$0.00	<input type="checkbox"/>	\$0.00	<input type="checkbox"/>	\$0.00	<input type="checkbox"/>	\$0.00

¹ TRAVEL ADVANCE REQUEST, IF NEEDED	
SECTION C	Is travel advance needed? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, complete ATR-403 Travel Advance Request form using Totals from above.
	Total for Meals \$110.00 Total for Lodging \$100.00 Total Parking, Tolls, or Taxi \$0.00 TOTAL EXPENSES: \$ 210.00 80%= Maximum Advance Amount \$ 168.00

* Attach a hard copy of the GSA per Diem rate to this request, found at http://www.gsa.gov/Portal/gsa/ep/contentView.do?contentId=17943&contentType=GSA_BASIC.

Traveler's Name SID MILLER	Return Date 06/18/2021	Amount \$372.40
----------------------------	------------------------	-----------------

SECTION D	1 APPROVALS		
	Requesting Employee <i>[Signature]</i>	Date (mm/dd/yy) <i>6/17/2021</i>	
	AC/RD	<input type="checkbox"/> Approved <input type="checkbox"/> Not approved <input type="checkbox"/> Revise	
	Travel Accountant	<input type="checkbox"/> Filed	
	SIGNATURE OF SUPERVISOR		
	Supervisor Signature <i>[Signature]</i>	Supervisor Printed Name <i>rb</i>	Date (mm/dd/yyyy) <i>6/17/21</i>
Reason(s) for disapproval			
Assistant Commissioner/Regional Director	<input type="checkbox"/> Concur <input type="checkbox"/> Do not concur		

SECTION E	1 CHECKLIST TO BE COMPLETED BY REQUESTING EMPLOYEE
	Please use this checklist to ensure you are sending all of the necessary information and documents. <input type="checkbox"/> ATR-400 Travel Request for In-State form <input type="checkbox"/> ATR-403 Travel Advance Request form (if applicable)

mileage

6/17

Austin to Fort Worth 189.90

Rebecca Bustamante

From: Commissioner Sid Miller
Sent: Friday, June 18, 2021 3:58 PM
To: Rebecca Bustamante
Subject: Re: Meal for tv taping

6/18
Fort Worth to Stephenville
78.1

Aldo mileage from Austin to Stock Yards and the to Stephenville

Texas Agriculture Commissioner
Sid Miller
Facebook/Millerfortexas

On Jun 18, 2021, at 3:19 PM, Rebecca Bustamante <rebecca.bustamante@texasagriculture.gov> wrote:

No problem.

What time will you end your trip? Or go off state clock. That will tell me whether or not to reimburse dinner also.

Thanks,
Rebecca Bustamante

From: Commissioner Sid Miller <Sid.Miller@TexasAgriculture.gov>
Sent: Friday, June 18, 2021 11:34 AM
To: Rebecca Bustamante <Rebecca.Bustamante@TexasAgriculture.gov>
Subject: Meal for tv taping

I didn't get the breakfast receipt. I for got

[cid:image001.jpg@01D76455.31E1AC30]

Texas Agriculture Commissioner
Sid Miller
Facebook/Millerfortexas





MC 003

20-00721

Texas Department of Transportation
 Aviation Division - Flight Services
 P. O. Box 149001
 Austin, TX 78714-9001

INVOICE

Voucher ID
 00912796

Billed To:

Tx Department of Agriculture
 TDAAccountsPayable@TexasAgriculture.gov

 PO Box 12847
 Austin, TX, 78711

Flight(s) for Dec-2019. No IAC required.

Invoice Date: 1/3/2020
 Service Date: Dec-2019
 Amount: 2987.78
 PDT: T
 Invoice Number: FB205511201-051
 Vend/MC: 36016016010000
 RTI: 169918

Billing Detail

Flight Number	Flight Date	Amount
33250	12/10/2019	\$2,987.78

ACCT/PAY/RCVD
 '20JAN9PM1:57

Questions concerning this Invoice? Call (512) 936-8900

Pay This Amount: \$2,987.78



Texas Department of Transportation
 Aviation Division - Flight Services
 10335 Golf Course Road
 Austin, TX 78719

Invoice # FB205511201-051

To: Tx Department of Agriculture

Subject: Reimbursement for flight services provided for Tx Department of Agriculture

Date: 1/3/2020

Flight Number: 33250 Aircraft: 502TX Start Date: 12/10/2019 End Date: 12/10/2019

Mission: Awards Ceremony/Reception

Statement:

Total Flight Cost: \$2,819.03

Total Misc. Exp: \$168.75

Agency Portion

Aircraft Rate/Hr: \$703.00 Fuel Surcharge/Hr: \$0.00 Billable Hours: 4.01

Flight Cost: \$2,819.03

Misc. Exp: \$168.75

Miscellaneous Expenses	
Description	Amount
Fuel Charge Billable	\$87.20
Fuel Charge Billable	\$58.50
Pilot Per Diem	\$14.57
Pilot Per Diem	\$8.48

Total: \$2,987.78

Legs

Departed	From	Departing Airport Name	To	Arriving Airport Name	Arrived
12/10/2019 7:13 AM	KAUS	AUSTIN-BERGSTROM INTL	KFTW	FORT WORTH MEACHAM INTL	12/10/2019 8:05 AM
12/10/2019 8:50 AM	KFTW	FORT WORTH MEACHAM INTL	KLBB	LUBBOCK PRESTON SMITH INTL	12/10/2019 9:54 AM
12/10/2019 1:18 PM	KLBB	LUBBOCK PRESTON SMITH INTL	KFTW	FORT WORTH MEACHAM INTL	12/10/2019 2:24 PM
12/10/2019 2:41 PM	KFTW	FORT WORTH MEACHAM INTL	KAUS	AUSTIN-BERGSTROM INTL	12/10/2019 3:39 PM

Passengers

Passenger Name	Agency	Leg 1	Leg 2	Leg 3	Leg 4	Leg 5	Leg 6	Leg 7	Leg 8	Leg 9	Leg 10
Fearneyhough, Jason	TDA	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>					
Miller, Mr. Sid	TDA	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Roberts, Walt	TDA	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Strnad, Stuart	TDA	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Vest, Freddy	TDA	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

TRAVEL LOG (Passenger Manifest)

FB20 551 1201-051

PLEASE SEE REVERSE SIDE FOR INSTRUCTIONS

13.20

*Please Print Legibly

Agency Name: TxDOT Commission

551
TDA

Flight #: 33250

Aircraft #: 502TX

Passenger Name*	Passenger Signature	Agency*	Specific State Purpose*	MS Code*	SJ Code*	Mission Statement (MS) Code
1 Fearneyhough, Jason	<i>Jason Fearneyhough</i>	TDA	AWARDS CEREMONY	E	A1C2	A Address/Speech
2 Miller, Mr. Sid	<i>Sid Miller</i>	TDA	" "	E	A1C2	B Board Meeting
3 Roberts, Walt	<i>Walt Roberts</i>	TDA	" "	E	A1C2	C Conference/Convention
4 Strnad, Stuart	<i>Stuart Strnad</i>	TDA	" "	E	A1C2	D Deposition/Trial
5 Vest, Freddy	<i>Freddy Vest</i>	TDA	" "	E	A1C2	E Awards Ceremony/Reception
6						F Maintenance/Flight Training
7						H Hearing
8						I Audit/Inspection
9						K Client/Prisoner/Witness Transport
10						L Task Force/Legislative Committee
						M Meeting (Other than Board)
						N Investigation
						P Aerial Photography
						R Interview/Recruitment
						S Aerial Surveillance
						V Field/Regional Office Visit
						AM Aerial Mapping
						AS Aerial Survey
						O Other (Please Specify)

Leg	Departure City	Airport	Arrival City	Airport	PAX	Date	Block Out	Time Off	Time On	Block In	Miles	Hobbs
A	Austin	AUS	Ft Worth	FTW	1	12/10/19	0713	0719	0802	0805	210	79.4
B	FORT WORTH	FTW	Lubbock	LBB	1-5	12/10/2019	0750	0856	0950	0954	283	70.3
C	Lubbock	LBB	FT Worth	FTW	1-5	"	1318	1325	1420	1424	283	81.2
D	FT Worth	FTW	Austin	AUS	1	"	1449	1448	1533	1539	210	81.9
E												
F												
G												
H												
I												
J												
											Total Miles	986

Pilot Name*	Pilot Signature	Agency*	Travel Expense
1 Alan Fenter	<i>Alan Fenter</i>	TxDOT ESS	14.57
2 Jim Reid	<i>Jim Reid</i>	TxDOT	8.48
3 Fuel Charge:			\$145.70
4			

(P/N/P/N)				
Lnd	Nt Lnd	App	Instr	Night
11				
11				

Hobbs Meter	
In	81.9
Out	78.7
Total	3.2

52 gals.

Lorraine Miller

From: Natalie Defrees <Natalie.Defrees@txdot.gov>
Sent: Thursday, January 9, 2020 1:14 PM
To: Invoices
Subject: TDA December 2019 Flight Services invoice
Attachments: TDA DEC 2019 INVOICES - emailed.pdf

WARNING: This email originated from outside of the Texas Department of Agriculture email system. DO NOT click links or open attachments unless you expect them from the sender and know the content is safe.

Natalie DeFrees

TxDOT Flight Services
10335 Golf Course Rd.
Austin, TX 78719
512-936-8900

Scheduling Department: FlightServices@txdot.gov

A Texas Department of Transportation (TxDOT) message

#EndTheStreakTX

Lorraine Miller

From: Invoices
Sent: Thursday, January 9, 2020 2:00 PM
To: Rebecca Bustamante; Michael Franklin
Cc: Invoices
Subject: FW: TDA December 2019 Flight Services invoice
Attachments: TDA DEC 2019 INVOICES - emailed.pdf

Rebecca/Michael

Can one of you enter a PR in CAPPS if you haven't already for this invoice . Please email the PO number when you have it



Lorraine Miller

Financial Services Program Specialist
Texas Department of Agriculture
Phone (512) 463-2413
Email: lorraine.miller@texasagriculture.gov

From: Natalie Defrees <Natalie.Defrees@txdot.gov>
Sent: Thursday, January 9, 2020 1:14 PM
To: Invoices <invoices@texasagriculture.gov>
Subject: TDA December 2019 Flight Services invoice

WARNING: This email originated from outside of the Texas Department of Agriculture email system. DO NOT click links or open attachments unless you expect them from the sender and know the content is safe.

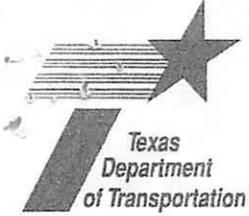
Natalie DeFrees

TxDOT Flight Services
10335 Golf Course Rd.
Austin, TX 78719
512-936-8900

Scheduling Department: FlightServices@txdot.gov

A Texas Department of Transportation (TxDOT) message

#EndTheStreakTX



Texas Department of Transportation
 Aviation Division - Flight Services
 P. O. Box 149001
 Austin, TX 78714-9001

INVOICE

Billed To:

Tx Department of Agriculture
 TDAAccountsPayable@TexasAgriculture.
 PO Box 12847
 Austin, TX, 78711

Flight(s) for Jan-2021. No IAC required.

Invoice Date: 2/3/2021
 Service Date: Jan-2021
 Amount: 1755.61
 PDT: T
 Invoice Number: FB215510101-051
 Vend/MC: 36016016010000
 RTI: 169918

Billing Detail

Flight Number	Flight Date	Amount
33518	1/14/2021	\$1,755.61

ACCT/PAY/RCUD

AM8:36 FEB 4 '21

Questions concerning this Invoice? Call (512) 936-8900

Pay This Amount: \$1,755.61



Texas Department of Transportation
 Aviation Division - Flight Services
 10335 Golf Course Road
 Austin, TX 78719

Invoice # FB215510101-051

To: Tx Department of Agriculture

Subject: Reimbursement for flight services provided for Tx Department of Agriculture

Date: 2/3/2021

Flight Number: 33518 Aircraft: 503TX Start Date: 1/14/2021 End Date: 1/14/2021

Mission: Meeting (Other than Board)

Statement:

Total Flight Cost: \$1,455.21

Total Misc. Exp: \$300.40

Agency Portion

Aircraft Rate/Hr: \$703.00 Fuel Surcharge/Hr: \$0.00 Billable Hours: 2.07

Flight Cost: \$1,455.21

Misc. Exp: \$300.40

Miscellaneous Expenses	
Description	Amount
Fuel Charge Billable	\$198.40
GPU Charge	\$30.00
Pilot Per Diem	\$36.00
Pilot Per Diem	\$36.00

Total: \$1,755.61

Legs

Departed	From	Departing Airport Name	To	Arriving Airport Name	Arrived
01/14/2021 9:01 AM	KAUS	AUSTIN-BERGSTROM INTL	KDRT	DEL RIO INTL	01/14/2021 10:10 AM
01/14/2021 1:20 PM	KDRT	DEL RIO INTL	KAUS	AUSTIN-BERGSTROM INTL	01/14/2021 2:15 PM

Passengers

Passenger Name	Agency	Leg 1	Leg 2	Leg 3	Leg 4	Leg 5	Leg 6	Leg 7	Leg 8	Leg 9	Leg 10
Fearneyhough, Jason	TDA	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>							
Miller, Mr. Sid	TDA	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>							
Vest, Freddy	TDA	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>							

TRAVEL LOG (Passenger Manifest)

PLEASE SEE REVERSE SIDE FOR INSTRUCTIONS

23.21

*Please Print Legibly

Agency Name: TxDOT Commission

FB215510101-051/551: TDA

Flight #: 33518

Aircraft #: 503TX

Passenger Name*	Passenger Signature	Agency*	Specific State Purpose*	MS Code*	SJ Code*	Mission Statement (MS) Code
1. Fearneyhough, Jason	<i>Jason Fearneyhough</i>	TDA	Del Rio Export	M	A1 612	A Address/Speech
2. Miller, Mr. Sid	<i>Sid Miller</i>	TDA	"	"	"	B Board Meeting
3. Vest, Freddy	<i>Freddy Vest</i>	TDA	"	"	"	C Conference/Convention
4.						D Deposition/Trial
5.						E Awards Ceremony/Reception
6.						F Maintenance/Flight Training
7.						H Hearing
8.						I Audit/Inspection
9.						K Client/Prisoner/Witness Transport
10.						L Task Force/Legislative Committee

Leg	Departure City	Airport	Arrival City	Airport	PAX	Date	Block Out	Time Off	Time On	Block In	Miles	Hobbs
A	Austin	AUS	Del Rio	DRT	3	01/14/20	0901	0916	1007	1010	215	160.4
B	Del Rio	DRT	Austin	AUS	3	01/14/20	1320	1327	1409	1415	206	160.9
C												
D												
E												
F												
G												
H												
I												
J												

Total Miles 421

Pilot Name*	Pilot Signature	Agency*	Travel Expense
1. Brian Schwan	<i>Brian Schwan</i>	TXPOTFS	\$36.00
2. PAUL RICE	<i>Paul Rice</i>	TXPOTFS	\$36.00
3. Fuel Charge:			\$198.40
4. GPU Charge:			\$30.00

Ln	NI Ln	App	Instr	Night
1				
2				

Hobbs Meter	
In	160.9
Out	159.4
Total	1.5

195cy

Dalila Galindo

From: Invoices
Sent: Thursday, February 4, 2021 7:29 AM
To: Dalila Galindo; Rebecca Bustamante
Cc: Invoices
Subject: Inv FB215510101-051 - Texas Department of Transportation -TxDot - Aviation Division
Attachments: Inv FB215510101-051 - Texas Department of Transportation -TxDot - Aviation Division.pdf

Dalila,

Attached is the invoice for the Commissioner's Flight in January. There is not a PO in CAPPs.

Rebecca,

Will you be entering this PR in CAPPs? The last one you did was PO 20-00721.

From: Natalie Defrees <Natalie.Defrees@txdot.gov>
Sent: Wednesday, February 3, 2021 4:38 PM
To: Invoices <invoices@texasagriculture.gov>
Subject: JANUARY 2021 FLIGHT SERVICES INVOICE

WARNING: This email originated from outside of the Texas Department of Agriculture email system. DO NOT click links or open attachments unless you expect them from the sender and know the content is safe.

*Thank You,
Natalie N. DeFrees*

TxDOT Flight Services
10335 Golf Course Rd.
Austin, TX 78719
512-940-0767 - Cell
512-936-8900 - Office
FlightServices@txdot.gov

A Texas Department of Transportation (TxDOT) message

#EndTheStreakTX

Dalila Galindo

From: Rebecca Bustamante
Sent: Thursday, February 4, 2021 9:03 AM
To: Invoices; Dalila Galindo
Subject: RE: Inv FB215510101-051 - Texas Department of Transportation -TxDot - Aviation Division

Yes, I will enter a Purchase Request today.

Thanks,
Rebecca Bustamante

From: Invoices <invoices@texasagriculture.gov>
Sent: Thursday, February 4, 2021 7:29 AM
To: Dalila Galindo <Dalila.Galindo@TexasAgriculture.gov>; Rebecca Bustamante <Rebecca.Bustamante@TexasAgriculture.gov>
Cc: Invoices <invoices@texasagriculture.gov>
Subject: Inv FB215510101-051 - Texas Department of Transportation -TxDot - Aviation Division

Dalila,
Attached is the invoice for the Commissioner's Flight in January. There is not a PO in CAPPS.

Rebecca,
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From: Natalie Defrees <Natalie.Defrees@txdot.gov>
Sent: Wednesday, February 3, 2021 4:38 PM
To: Invoices <invoices@texasagriculture.gov>
Subject: JANUARY 2021 FLIGHT SERVICES INVOICE

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*Thank You,
Natalie N. DeFrees*

TxDOT Flight Services
10335 Golf Course Rd.
Austin, TX 78719
512-940-0767 - Cell
512-936-8900 - Office
FlightServices@txdot.gov

A Texas Department of Transportation (TxDOT) message

#EndTheStreakTX

Dalila Galindo

From: Rebecca Bustamante
Sent: Friday, February 26, 2021 12:36 PM
To: Dalila Galindo
Subject: RE: Inv FB215510101-051 - Texas Department of Transportation -TxDot - Aviation Division

I've entered the requisition!
0000002124

From: Dalila Galindo <Dalila.Galindo@TexasAgriculture.gov>
Sent: Friday, February 26, 2021 9:11 AM
To: Rebecca Bustamante <Rebecca.Bustamante@TexasAgriculture.gov>; Invoices <invoices@texasagriculture.gov>
Subject: FW: Inv FB215510101-051 - Texas Department of Transportation -TxDot - Aviation Division

Rebecca,

Can you please me with a PO and need approval to pay invoice?

Thank you!

Dalila Galindo
Financial Services- Accountant
Phone (512) 463-9361
Fax (800) 380-1675



TEXAS DEPARTMENT OF AGRICULTURE
COMMISSIONER SID MILLER

From: Rebecca Bustamante <Rebecca.Bustamante@TexasAgriculture.gov>
Sent: Thursday, February 4, 2021 9:03 AM
To: Invoices <invoices@texasagriculture.gov>; Dalila Galindo <Dalila.Galindo@TexasAgriculture.gov>
Subject: RE: Inv FB215510101-051 - Texas Department of Transportation -TxDot - Aviation Division

Yes, I will enter a Purchase Request today.

Thanks,
Rebecca Bustamante

From: Invoices <invoices@texasagriculture.gov>
Sent: Thursday, February 4, 2021 7:29 AM
To: Dalila Galindo <Dalila.Galindo@TexasAgriculture.gov>; Rebecca Bustamante <Rebecca.Bustamante@TexasAgriculture.gov>
Cc: Invoices <invoices@texasagriculture.gov>
Subject: Inv FB215510101-051 - Texas Department of Transportation -TxDot - Aviation Division

Dalila,
Attached is the invoice for the Commissioner's Flight in January. There is not a PO in CAPPs.

Rebecca,

Will you be entering this PR in CAPPs? The last one you did was PO 20-00721.

From: Natalie Defrees <Natalie.Defrees@txdot.gov>
Sent: Wednesday, February 3, 2021 4:38 PM
To: Invoices <invoices@texasagriculture.gov>
Subject: JANUARY 2021 FLIGHT SERVICES INVOICE

WARNING: This email originated from outside of the Texas Department of Agriculture email system. DO NOT click links or open attachments unless you expect them from the sender and know the content is safe.

*Thank You,
Natalie N. DeFrees*

TxDOT Flight Services
10335 Golf Course Rd.
Austin, TX 78719
512-940-0767 - Cell
512-936-8900 - Office
FlightServices@txdot.gov

A Texas Department of Transportation (TxDOT) message

#EndTheStreakTX

Dalila Galindo

From: Dalila Galindo
Sent: Friday, February 26, 2021 11:45 AM
To: Rebecca Bustamante; Invoices
Subject: FW: Inv FB215510101-051 - Texas Department of Transportation -TxDot - Aviation Division
Attachments: Inv FB215510101-051 - Texas Department of Transportation -TxDot - Aviation Division

Dalila Galindo

Financial Services- Accountant
Phone (512) 463-9361
Fax (800) 380-1675



TEXAS DEPARTMENT OF AGRICULTURE
COMMISSIONER SID MILLER

From: Rebecca Bustamante <Rebecca.Bustamante@TexasAgriculture.gov>
Sent: Friday, February 26, 2021 11:39 AM
To: Dalila Galindo <Dalila.Galindo@TexasAgriculture.gov>; Invoices <invoices@texasagriculture.gov>
Subject: RE: Inv FB215510101-051 - Texas Department of Transportation -TxDot - Aviation Division

Dalila, can you send me a copy of the invoice.

Thanks,
I am entering the requisition right now.

From: Dalila Galindo <Dalila.Galindo@TexasAgriculture.gov>
Sent: Friday, February 26, 2021 9:11 AM
To: Rebecca Bustamante <Rebecca.Bustamante@TexasAgriculture.gov>; Invoices <invoices@texasagriculture.gov>
Subject: FW: Inv FB215510101-051 - Texas Department of Transportation -TxDot - Aviation Division

Rebecca,

Can you please me with a PO and need approval to pay invoice?

Thank you!

Dalila Galindo

Financial Services- Accountant
Phone (512) 463-9361
Fax (800) 380-1675



TEXAS DEPARTMENT OF AGRICULTURE
COMMISSIONER SID MILLER

From: Rebecca Bustamante <Rebecca.Bustamante@TexasAgriculture.gov>
Sent: Thursday, February 4, 2021 9:03 AM

To: Invoices <invoices@texasagriculture.gov>; Dalila Galindo <Dalila.Galindo@TexasAgriculture.gov>
Subject: RE: Inv FB215510101-051 - Texas Department of Transportation -TxDot - Aviation Division

Yes, I will enter a Purchase Request today.

Thanks,
Rebecca Bustamante

From: Invoices <invoices@texasagriculture.gov>
Sent: Thursday, February 4, 2021 7:29 AM
To: Dalila Galindo <Dalila.Galindo@TexasAgriculture.gov>; Rebecca Bustamante <Rebecca.Bustamante@TexasAgriculture.gov>
Cc: Invoices <invoices@texasagriculture.gov>
Subject: Inv FB215510101-051 - Texas Department of Transportation -TxDot - Aviation Division

Dalila,
Attached is the invoice for the Commissioner's Flight in January. There is not a PO in CAPPs.

Rebecca,
Will you be entering this PR in CAPPs? The last one you did was PO 20-00721.

From: Natalie Defrees <Natalie.Defrees@txdot.gov>
Sent: Wednesday, February 3, 2021 4:38 PM
To: Invoices <invoices@texasagriculture.gov>
Subject: JANUARY 2021 FLIGHT SERVICES INVOICE

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*Thank You,
Natalie N. DeFrees*

TxDOT Flight Services
10335 Golf Course Rd.
Austin, TX 78719
512-940-0767 - Cell
512-936-8900 - Office
FlightServices@txdot.gov

A Texas Department of Transportation (TxDOT) message

#EndTheStreakTX



Texas Department of Transportation
 Aviation Division - Flight Services
 P. O. Box 149001
 Austin, TX 78714-9001

INVOICE

551-9-16434

Billed To:

Tx Department of Agriculture
 TDAAccountsPayable@TexasAgriculture.
 P.O. Box 12847
 Austin, TX, 78711

Flight(s) for Jan-2019. No IAC required.

Invoice Date: 2/13/2019
 Service Date: Jan-2019
 Amount: 2491.28
 PDT: T
 Invoice Number: FB195510101-051
 Vend/MC: 36016016010000
 RTI: 169918

Billing Detail

Flight Number	Flight Date	Amount
32913	1/9/2019	\$2,491.28

ACCT/PAY/RCD
 AM11:07 FEB 14'19

Questions concerning this Invoice? Call (512) 936-8900

Pay This Amount: \$2,491.28

Thank You For Your Business!



Texas Department of Transportation
 Aviation Division - Flight Services
 10335 Golf Course Road
 Austin, TX 78719

Invoice # FB195510101-051

To: Tx Department of Agriculture

Subject: Reimbursement for flight services provided for Tx Department of Agriculture

Date: 2/13/2019

Flight Number: 32913 Aircraft: 184TX Start Date: 1/9/2019 End Date: 1/9/2019

Mission: Meeting (Other than Board)

Statement:

Total Flight Cost: \$1,837.50

Total Misc. Exp: \$653.78

Agency Portion

Aircraft Rate/Hr: \$875.00 Fuel Surcharge/Hr: \$0.00 Billable Hours: 2.10

Flight Cost: \$1,837.50

Misc. Exp: \$653.78

Miscellaneous Expenses	
Description	Amount
Co-Pilot Charge	\$350.00
Fuel Charge Billable	\$303.78

Total: **\$2,491.28**

Legs

Departed	From	Departing Airport Name	To	Arriving Airport Name	Arrived
01/09/2019 8:32 AM	KAUS	AUSTIN-BERGSTROM INTL	KDRT	DEL RIO INTL	01/09/2019 8:35 AM
01/09/2019 12:55 PM	KDRT	DEL RIO INTL	KAUS	AUSTIN-BERGSTROM INTL	01/09/2019 2:01 PM

Passengers

Passenger Name	Agency	Leg 1	Leg 2	Leg 3	Leg 4	Leg 5	Leg 6	Leg 7	Leg 8	Leg 9	Leg 10
Garza, Jon	TDA	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>							
Gill, Chris	TDA	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>							
Keel, Terry	TDA	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>							
Maldonado, Susan	TDA	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>							
Miller, Mr. Sid	TDA	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>							
Roberts, Walt	TDA	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>							
Vest, Freddy	TDA	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>							

TRAVEL LOG (Passenger Manifest)

PLEASE SEE REVERSE SIDE FOR INSTRUCTIONS

2.13.19

Please Print Legibly

FB195510101-051

Agency Name: TxDOT Commission

551: TDA Flight #:

32913 ✓

Aircraft #:

184TX ✓

Passenger Name*	Passenger Signature	Agency*	Specific State Purpose*	MS Code*	SJ Code*	Mission Statement (MS) Code
1 Garza, Jon	<i>[Signature]</i>	TDA	Texas Dept of Agriculture	M/I		A Address/Speech
2 Gil, Chrs	<i>[Signature]</i>	TDA	DEPARTMENT OF AGRICULTURE	M/I		B Board Meeting
3 Keel, Terry	<i>[Signature]</i>	TDA				C Conference/Convention
4 Maldonado, Susan	<i>[Signature]</i>	TDA	export pen inspection	M/I		D Deposition/Trial
5 Miller, Mr. Sid	<i>[Signature]</i>	TDA	export Pen Inspection	M/I		E Awards Ceremony/Reception
6 Roberts, Walt	<i>[Signature]</i>	TDA	Export Pen Del Rio	M/I		F Maintenance/Flight Training
7 Vest, Freddy	<i>[Signature]</i>	TDA	Export Pen Del Rio	M/I		G Hearing
8						H Audit/Inspection
9						I Client/Prisoner/Witness Transport
10						J Task Force/Legislative Committee

Leg	Departure City	Airport	Arrival City	Airport	PAX	Date	Block Out	Time Off	Time On	Block In	Miles	Hobbs
A	AUSTIN	AUS	DEL RIO	DAT	1-7	1/9/18	832	832	0928	0932	210	886.0
B	DEL RIO	DAT	AUSTIN	AUS	6-7	✓	1255	1300	1355	1401	185	
C												
D												
E												
F												
G												
H												
I												
J												

Total Miles 395

Pilot Name*	Pilot Signature	Agency*	Travel Expense
1 J. O'Don	<i>[Signature]</i>	TXDOT	
2 LALLAGHER	<i>[Signature]</i>	TXDOT	
3 Co-Pilot Fee:			\$350.00
4 FUEL CHARGE:			\$303.78

Ln	Nt Ln	App	Instr	Night
2		125	2	

Hobbs Meter	
In	886.9
Out	885.2
Total	1.7

✓ 1.7





Passenger Itinerary

	Agency: Tx Department of Agriculture	Flight No.:	32913
	Contact: Terry Keel	(000) 000-0000	Aircraft: 184TX
Crew:	Fenter, Alan	512-917-7654	Notes:
	Joseph, Jay F.	704-905-2669	

Legs

Departs	From	Departing Airport Name	To	Arriving Airport Name	Arrives	FBO	PAX
01/09/2019 8:30 AM	KAUS	AUSTIN-BERGSTROM INTL	KDRT	DEL RIO INTL	01/09/2019 9:30 AM	Pico Aviation	7
01/09/2019 2:30 PM	KDRT	DEL RIO INTL	KAUS	AUSTIN-BERGSTROM INTL	01/09/2019 3:30 PM	TxDOT Flight Services	7

Passengers

No.	Passenger Name	Agency	Cell Phone	Leg 1	Leg 2	Leg 3	Leg 4	Leg 5	Leg 6	Leg 7	Leg 8	Leg 9	Leg 10
1	Garza, Jon	TDA	() -	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>							
2	Gil, Chris	TDA	() -	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>							
3	Keel, Terry	TDA	() -	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>							
4	Maldonado, Susan	TDA	() -	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>							
5	Miller, Mr. Sid	TDA	() -	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>							
6	Roberts, Walt	TDA	() -	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>							
7	Vest, Freddy	TDA	() -	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>							

FBO Information

Airport	FBO	Address			Address 2		Phone
		City	State	ZIP	Contact	Hours	
KDRT	Pico Aviation	1102 W. 10th St.					(830) 768-0898
		Del Rio	Tx	78840			
KAUS	TxDOT Flight Services	10335 Golf Course Road					(512) 936-8900
		Austin	TX	78719	Butch Ricke		0530 to 2200



Authorization by Agency Administrative Head to Use State-Operated Aircraft

The administrative head of TX DEPT OF AGRICULTURE authorizes the following employee(s) to use a state-operated aircraft for official state business, on the dates listed below.

CONN. SID MILLER

JON GARZA

WALT ROBERTS

SUSAN MALDONADO

TERRY KEEL

CHRIS GILL

FREDDY VEST

Purpose of Travel: DEL RIO EXPORT PEN SITE VISIT

Destination: DEL RIO, TX

Date of Travel: 01-09-19

Please select applicable type of travel:

- State officer(s) or employee(s) traveling on official state business
- Person(s) in the care or custody of state officers or employees traveling on official state business
- Person(s) whose transportation furthers official state business

Please select applicable reason for aircraft transportation:

- The destination is not served by a commercial carrier.
- The aircraft transportation is the most cost-effective travel arrangement in accordance with Section 660.007(a).
- The number of passengers traveling makes the use of a state aircraft cost-effective.
- Emergency circumstances necessitate the use of a state aircraft.

By signing this form, I certify that aircraft transportation is NOT being provided to a passenger that is to be transported to or from a place where the passenger:

- Will make or has made a speech not related to official state business.
- Will attend or has attended an event sponsored by a political party.
- Will perform a service or has performed a service for which the passenger is to receive an honorarium, unless the passenger reimburses the board for the cost of transportation.
- Will attend or has attended an event at which money is raised for private or political purposes.
- Will attend or has attended an event at which an audience was charged an admission fee to see or hear the passenger.

Requestor Name	Signature	Date
<u>JASON FEARNEYHOUGH</u>	<u>Jason Fearneyhough</u>	<u>1/7/19</u>

The requesting agency is responsible for maintaining travel records and documentation of cost, which are not to be submitted to TxDOT.



Texas Department of Agriculture
Travel Contract Service Exception

ATR-404

COMMISSIONER SID MILLER

SECTION A	1 EMPLOYEE NAME		
	First Name Terry	M. I.	Last Name Keel
	Departure Date (mm/dd/yy) 01/09/19		Return Date 01/09/19
	2 ACCOUNTING USE ONLY		
Travel Voucher No.			

SECTION B	1 TRAVEL CONTRACT SERVICE EXCEPTION(S) UTILIZED	TYPE OF SERVICE
	<input type="checkbox"/> (1) Contract travel agency alternative. <input type="checkbox"/> Use of an authorized alternative method is allowable because the state traveler is already in travel status which renders the use of a contract travel agency impractical or unnecessary; <input type="checkbox"/> Airline reservations are not required; <input type="checkbox"/> Reservations can be secured through a different source that results in a lower overall cost to the state; or <input type="checkbox"/> Travel is undertaken as part of a group program for which reservations must be made through a specified source to obtain a particular rate and/or service.	<input type="checkbox"/> Airfare <input type="checkbox"/> Lodging <input type="checkbox"/> Rental Car
	<input checked="" type="checkbox"/> (2) Lower total cost to the State. Use of a non-contract travel vendor is less than the contract fare or rate which is offered to the general public, and/or when all trip expenses are evaluated, including ground transportation, insurance fees, parking fees, taxes, and travel time, the use results in a lower total overall cost to the State. If the contract travel vendor offers the same lower fare or rate, the contract travel vendor must be used, unless a valid exception exists.	<input checked="" type="checkbox"/> Airfare <input type="checkbox"/> Lodging <input type="checkbox"/> Rental Car

1 TRAVEL CONTRACT SERVICE EXCEPTION(S) UTILIZED (CONTINUED)		TYPE OF SERVICE
SECTION B (CONTINUED)	<input type="checkbox"/> (3) Efficient use of services. <ul style="list-style-type: none"> <input type="checkbox"/> Use of a non-contract travel vendor is necessary because the contract travel vendor is sold out, <input type="checkbox"/> Use of a non-contract travel vendor is necessary because the contract travel vendor is not able to provide services at the time or location necessary to accomplish the purpose of the trip, <input type="checkbox"/> Use of a non-contract travel vendor is necessary because the contract travel vendor has a real or anticipated labor disruption, <input type="checkbox"/> Use of a non-contract travel vendor is necessary because they are providing negotiated rates for group travel. 	<input type="checkbox"/> Airfare <input type="checkbox"/> Lodging <input type="checkbox"/> Rental Car
	<input type="checkbox"/> (4) Health and safety issues. Use of a non-contract travel vendor may be allowed when a state traveler finds that the accommodations provided by the vendor may reasonably present a risk to the state traveler or person under the State's custody in the following circumstances: <ul style="list-style-type: none"> <input type="checkbox"/> A) Accommodations may lack a reasonable amount of security or safety, and/or may present a health risk based on the state traveler's individual needs; <input type="checkbox"/> (B) Accommodations fail to provide an adequate amount of services required for a person with disabilities; or <input type="checkbox"/> (C) Accommodations have limited availability of medical emergency facilities or equipment that may be required by a state traveler or person under the state's custody. 	<input type="checkbox"/> Airfare <input type="checkbox"/> Lodging <input type="checkbox"/> Rental Car
	<input type="checkbox"/> (5) Corporate travel charge card alternative. Use of a personal charge card is allowable only for non-contract airfares used in accordance with this chapter if it offers insurance benefits not available from the state's corporate travel charge card contract.	<input type="checkbox"/> Airfare <input type="checkbox"/> Lodging <input type="checkbox"/> Rental Car

Ruben Sanchez

From: Michael Franklin
Sent: Thursday, January 24, 2019 9:47 AM
To: Ruben Sanchez
Subject: FW: Receipt #0046650 for PO #551-9-16434 - Approved for Invoice

Submitted receipt

From: tda@tdacamps.com [mailto:tda@tdacamps.com]
Sent: Thursday, January 24, 2019 9:47 AM
Subject: Receipt #0046650 for PO #551-9-16434 - Approved for Invoice

Receipt #0046650 for PO #551-9-16434 - Approved for Invoice

Use this link to log on to TDA CAMPS: <https://camps.texasagriculture.gov/bsa/login.sdo>



Texas Department of Transportation
 Aviation Division - Flight Services
 P. O. Box 149001
 Austin, TX 78714-9001

INVOICE

Billed To:

Tx Department of Agriculture
 TDAAccountsPayable@TexasAgriculture.gov
 PO Box 12847
 Austin, TX, 78711

Flight(s) for Jul-2021. No IAC required.

Invoice Date: 7/20/2021
 Service Date: Jul-2021
 Amount: 1823.70
 PDT: T
 Invoice Number: FB215510701-051
 Vend/MC: 36016016010000
 RTI: 169918

Billing Detail

Flight Number	Flight Date	Amount
33637	7/14/2021	\$1,823.70

Questions concerning this Invoice? Call (512) 936-8900

Pay This Amount: \$1,823.70



Thank You For Your Business!

TX-TDA-21-0913-A-000569



Texas Department of Transportation
 Aviation Division - Flight Services
 10335 Golf Course Road
 Austin, TX 78719

Invoice # FB215510701-051

To: Tx Department of Agriculture

Subject: Reimbursement for flight services provided for Tx Department of Agriculture

Date: 7/20/2021

Flight Number: 33637 Aircraft: 502TX Start Date: 7/14/2021 End Date: 7/14/2021

Mission: Field/Regional Office Vis

Statement:

Total Flight Cost: \$1,335.70

Total Misc. Exp: \$488.00

Agency Portion

Aircraft Rate/Hr: \$703.00 Fuel Surcharge/Hr: \$0.00 Billable Hours: 1.90

Flight Cost: \$1,335.70

Misc. Exp: \$488.00

Miscellaneous Expenses	
Description	Amount
GPU Charge	\$60.00
Co-Pilot Charge	\$400.00
Pilot Per Diem	\$16.00
Pilot Per Diem	\$12.00

Total: \$1,823.70

Legs

Departed	From	Departing Airport Name	To	Arriving Airport Name	Arrived
07/14/2021 9:03 AM	KAUS	AUSTIN-BERGSTROM INTL	KDRT	DEL RIO INTL	07/14/2021 9:56 AM
07/14/2021 1:28 PM	KDRT	DEL RIO INTL	KAUS	AUSTIN-BERGSTROM INTL	07/14/2021 2:29 PM

Passengers

Passenger Name	Agency	Leg 1	Leg 2	Leg 3	Leg 4	Leg 5	Leg 6	Leg 7	Leg 8	Leg 9	Leg 10
Burgess, Clint	TDA	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>							
Fearneyhough, Jason	TDA	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>							
Miller, Mr. Sid	TDA	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>							
Vest, Freddy	TDA	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>							

TRAVEL LOG (Passenger Manifest)

PLEASE SEE REVERSE SIDE FOR INSTRUCTIONS

Entered 7.20.21

*Please Print Legibly

Agency Name: TxDOT Commission FB215510901-051

502;
TDA

Flight #: 33637

Aircraft #: 502TX

Passenger Name*	Passenger Signature	Agency*	Specific State Purpose*	MS Code*	SJ Code*	Mission Statement (MS) Code
1. Burgess, Clint	<i>[Signature]</i>	TDA	Opening Del Rio Export Facility	✓	A1 C3	A Address/Speech B Board Meeting C Conference/Convention D Deposition/Trial E Awards Ceremony/Reception F Maintenance/Flight Training H Hearing I Audit/Inspection K Client/Prisoner/Witness Transport L Task Force/Legislative Committee M Meeting (Other than Board) N Investigation P Aerial Photography R Interview/Recruitment S Aerial Surveillance V Field/Regional Office Visit AM Aerial Mapping AS Aerial Survey O Other (Please Specify)
2. Fearneyhough, Jason	<i>[Signature]</i>	TDA	Opening Del Rio Export Facility	✓	A1 C3	
3. Miller, Mr. Sid	<i>[Signature]</i>	TDA	" "	✓	A1 C3	
4. Vest, Freddy	<i>[Signature]</i>	TDA	" "	✓	"	
5.						
6.						
7.						
8.						
9.						
10.						

Leg	Departure City	Airport	Arrival City	Airport	PAX	Date	Block Out	Time Off	Time On	Block In	Miles	Hobbs
A	AUSTIN	AUS	DEL RIO	DRT	1-4	7.14.21	0903	0908	0952	0956	231	163.9
B	DEL RIO	DRT	AUSTIN	AUS	"	"	1328	1334	1421	1429	257	164.7
C												
D												
E												
F												
G												
H												
I												
J												

Total Miles 488

Pilot Name*	Pilot Signature	Agency*	Travel Expense
1. Marshall Collins	<i>[Signature]</i>	Proff ESS	\$16.00
2. Carol M. Fry	<i>[Signature]</i>	"	\$12.00
3. Co-Pilot Fee:			\$400.00
4. (BPN) Charges (2@50.00)			\$60.00

(P/N/P/N)				
Lnd	Nt Lnd	App	Instr	Night
2		2		

Hobbs Meter	
In	164.7
Out	163.2 ✓
Total	1.5

Fuel: 9.60 - 6.00 = 3.60
= 53.7 gal.

Cycles out - 211
SW - 213

TX-TDA-21-0913-A-000571