

## KEY LARGO FIRE RESCUE AND EMS DISTRICT TRAVEL EXPENSE VOUCHER

**Please note: traveler only needs per diem and mileage. Lodging is no charge and training class is no charge.**

Name MONTILLO DESQUOTTE  
 Department KEY LARGO VOL. FIRE DEPT., INC.  
 Destination \_\_\_\_\_

Request Date: 8/25/2015  
 Title UPPER KEYS HONOR GUARD COMMANDER  
 Mode of Transportation Used POV

Vacation Combined with Trip?  Yes  No If so, meal and hotel expenses cease upon termination of City business.

Purpose of Travel: To attend the Honor Guard Commander School - Train the Trainer, OCALA, FL

### ESTIMATED TRANSPORTATION COSTS

AIR FARE: \$0.00 RENTAL CAR: Rental Charge: \$0.00  
 Fuel: \$0.00  
 taxi fare if needed \_\_\_\_\_

DATE	MILEAGE REIMBURSEMENT-PRIVATE AUTO			AIRPORT PARKING & TOLLS	Other:
	FROM	TO	MILES		
10/3/2015	HOMESTEAD, FL	OCALA, FL	337		
10/9/2015	OCALA, FL	HOMESTEAD FL	337		

Note: Attach mapquest or similar for mileage documentation purposes.

TOTAL MILEAGE 674  
 REIMBURSEMENT @ ~~55.575~~ 57.5 cents per mile \$387.55 ✓

TOTAL ESTIMATED TRANSPORTATION COSTS \$387.55

### ESTIMATED LODGING, MEALS AND OTHER EXPENSES

GSA rates - 1st and last day @ 75% of M&IE

DATE	DATE IN GREEN IS TRAVEL START DATE. DATE IN RED IS TRAVEL END DATE.		Note: First and last day of travel per diem rate is 75% of max. per diem rate.					TOTAL
	10/3/2015 SATURDAY	10/4/2015 SUNDAY	10/5/2015 MONDAY	10/6/2015 TUESDAY	10/7/2015 WEDNESDAY	10/8/2015 THURSDAY	10/9/2015 FRIDAY	
ITEMS								
Lodging rate max.								
per diem rate max	\$34.50	46.00	46.00	\$46.00	\$46.00	\$46.00	<del>\$46.00</del> <u>\$34.50</u>	\$0.00
Other (Specify):								
TOTAL	\$34.50	\$ 46.00	\$46.00	\$46.00	\$46.00	\$46.00	\$46.00	\$0.00

I hereby certify that the above is a true and correct statement of travel expenses incurred in the conduct of District business and no expenses are

GRAND TOTAL \$686.55 ~~\$514.05~~

Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
 Traveler

Department Head Approval  
 Signature: [Signature] Date: 8-27-15  
 Signature: Don Conrad Date: 8/26/15

Total Travel Expenses Approved: \$514.05  
\$ 686.55

FINANCE DEPARTMENT USE ONLY  
 Account No. \_\_\_\_\_

Date Received: \_\_\_\_\_  
 Approved for Payment \_\_\_\_\_ Date \_\_\_\_\_  
 Finance

## KEY LARGO FIRE RESCUE AND EMS DISTRICT TRAVEL EXPENSE VOUCHER

**Please note: traveler only needs per diem and mileage. Lodging is no charge and training class is no charge.**

Name LEONARDO MORENO Request Date: 8/25/2015  
 Department KEY LARGO VOL. FIRE DEPT., INC. Title FALLEN FIREFIGHTERS MEMORIAL SERVICE OCALA, FL  
 Destination \_\_\_\_\_ Mode of Transportation Used POV  
 Vacation Combined with Trip?  Yes  No If so, meal and hotel expenses cease upon termination of City business.

Purpose of Travel: To attend the Fallen Firefighters memorial service in Ocala, FL

### ESTIMATED TRANSPORTATION COSTS

AIR FARE: <u>\$0.00</u>		RENTAL CAR: Rental Charge: <u>\$0.00</u>	
		Fuel: <u>\$0.00</u>	
MILEAGE REIMBURSEMENT-PRIVATE AUTO		taxi fare if needed _____	
DATE	FROM	TO	MILES
10/8/2015	HOMESTEAD, FL	OCALA, FL	<del>304</del> 337
10/9/2015	OCALA, FL	HOMESTEAD FL	<del>304</del>
TOTAL MILEAGE		608	<del>608</del> 674
REIMBURSEMENT @ <del>55.575</del> 57.5 cents per mile		\$349.72	<del>\$349.72</del> \$387.55

Note: Attach mapquest or similar for mileage documentation purposes.

TOTAL ESTIMATED TRANSPORTATION COSTS 387.55 ~~\$349.72~~

### ESTIMATED LODGING, MEALS AND OTHER EXPENSES GSA rates - 1st and last day @ 75% of M&IE

DATE IN GREEN IS TRAVEL START DATE. DATE IN RED IS TRAVEL END DATE.		Note: First and last day of travel per diem rate is 75% of max. per diem rate.					
DATE	10/8/2015	10/9/2015					TOTAL
	SATURDAY	SUNDAY					
Lodging rate max.							
per diem rate max	\$34.50	34.50					\$69.00
Other (Specify):							\$ -
TOTAL	\$34.50	\$ 34.50					\$69.00

I hereby certify that the above is a true and correct statement of travel expenses incurred in the conduct of District business and no expenses are

**GRAND TOTAL** \$456.55 ~~\$418.72~~

Department Head Approval  
 Signature: \_\_\_\_\_ Date: 8-27-15  
 Signature: Don Conrad Date: 8-25-15

FINANCE DEPARTMENT USE ONLY

Total Travel Expenses Approved: \$418.72  
\$456.55

Account No. \_\_\_\_\_  
 Date Received: \_\_\_\_\_  
 Approved for Payment \_\_\_\_\_ Finance Date \_\_\_\_\_

## KEY LARGO FIRE RESCUE AND EMS DISTRICT TRAVEL EXPENSE VOUCHER

**Please note: traveler only needs per diem and mileage. Lodging is no charge and training class is no charge.**

Name THOMAS MIRABELLA Request Date: 8/25/2015  
 Department KEY LARGO VOL. FIRE DEPT., INC. Title FALLEN FIREFIGHTERS MEMORIAL SERVICE OCALA, FL  
 Destination \_\_\_\_\_ Mode of Transportation Used POV  
 Vacation Combined with Trip?  Yes  No If so, meal and hotel expenses cease upon termination of City business.

Purpose of Travel: To attend the Fallen Firefighters memorial service in Ocala, FL

### ESTIMATED TRANSPORTATION COSTS

AIR FARE: \$0.00 RENTAL CAR: Rental Charge: \_\_\_\_\_ Fuel: \_\_\_\_\_  
 taxi fare if needed \_\_\_\_\_

DATE	FROM	TO	MILES	AIRPORT PARKING & TOLLS	Other:
10/8/2015	<del>HOMESTEAD, FL</del> <u>Key Largo</u>	OCALA, FL	<del>304</del> <u>304</u>	<u>304.3</u>	
10/9/2015	OCALA, FL	HOMESTEAD FL	<del>304</del> <u>304</u>	<u>304.3</u>	

TOTAL MILEAGE ~~608~~ 708.6 REIMBURSEMENT @ 55.575 cents per mile ~~\$340.72~~ \$418.95  
 Note: Attach mapquest or similar for mileage documentation purposes.

TOTAL ESTIMATED TRANSPORTATION COSTS ~~\$340.72~~ \$418.95

### ESTIMATED LODGING, MEALS AND OTHER EXPENSES GSA rates - 1st and last day @ 75% of M&IE

**\$ 418.95**

*DATE IN GREEN IS TRAVEL START DATE. DATE IN RED IS TRAVEL END DATE. Note: First and last day of travel per diem rate is 75% of max. per diem rate.*

DATE	10/8/2015	10/9/2015							TOTAL
	SATURDAY	SUNDAY							
ITEMS									
Lodging rate max.									\$0.00
per diem rate max	\$34.50	34.50							\$69.00
Other (Specify):									\$ -
TOTAL	\$34.50	\$ 34.50							\$69.00

I hereby certify that the above is a true and correct statement of travel expenses incurred in the conduct of District business and no expenses are

**GRAND TOTAL \$ 487.95 ~~\$418.72~~**

Department Head Approval  
 Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
 Signature: [Signature] Date: 8-27-15  
 Traveler Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
 Signature: [Signature] Date: 8-25-15

**FINANCE DEPARTMENT USE ONLY**

Total Travel Expenses Approved: \$418.72 Account No. \_\_\_\_\_  
\$487.95  
 Date Received: \_\_\_\_\_  
 Approved for Payment \_\_\_\_\_ Date \_\_\_\_\_  
 Finance

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Travel and Relocation Policy

[Overview](#)

[Per Diem](#)

**[Mileage Reimbursement](#)**

[POV Mileage Rates \(Archived\)](#)

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## Privately Owned Vehicle (POV) Mileage Reimbursement Rates

*GSA has adjusted all POV mileage reimbursement rates effective January 1, 2015. The Notice was published in the Federal Register on December 30, 2014.*

Modes of Transportation	Effective/Applicability Date	Rate per mile
Airplane*	January 1, 2015	\$1.29
If use of privately owned automobile is authorized or if no Government-furnished automobile is available	January 1, 2015	\$0.575
If Government-furnished automobile is available	January 1, 2015	\$0.23
Motorcycle	January 1, 2015	\$0.545

\* Airplane nautical miles (NMs) should be converted into statute miles (SMs) or regular miles when submitting a voucher using the formula (1 NM equals 1.15077945 SMs). You can also use the link to [BoatSafe.com](#) (a non-government website) to assist you in converting NMs to SMs or SMs to NMs.

For calculating the mileage difference between airports, please visit the U.S. Department of Transportation's [Inter-Airport Distance](#) web site.

**QUESTIONS:**

For all travel policy questions, e-mail [travelpolicy@gsa.gov](mailto:travelpolicy@gsa.gov)

The shortcut to this page is [www.gsa.gov/mileage](http://www.gsa.gov/mileage).

Last Reviewed 2015-06-30

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Also of interest: [Whitehouse.gov](#) [Recovery.gov](#) [DATA.GOV](#) [USA.gov](#) [Business USA](#)

**QUESTIONS**

For all travel policy questions, email [travelpolicy@gsa.gov](mailto:travelpolicy@gsa.gov).

**RELATED GSA TOPICS**

[Per Diem](#)  
[FY 2015 M&IE Breakdown](#)

**GOVERNMENT LINKS**

[Alaska, Hawaii, Puerto Rico, and U.S. possessions Per Diem Rates](#)  
[Foreign Per Diem Rates](#)  
[U.S. Civilian Board of Contract Appeals](#)  
[Hotel and Motel Fire Safety](#)  
[U.S. Government Car Rental Program](#)

**NONGOVERNMENT LINKS**

[FedRooms](#)  
[National Association of Counties \(NACCO\) Website](#)

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## FY 2015 Per Diem Rates for Florida

(October 2014 - September 2015)

SEARCH BY CITY, STATE OR ZIP CODE

Enter your City  OR Enter your ZIP Code

### ADDITIONAL PER DIEM TOPICS

- [Meals & Incidental Expenses Breakdown \(M&I\)](#)
- [FAQs](#)
- [State Tax Exemption Forms](#)
- [Factors Influencing Lodging Rates](#)
- [FY 2014 Per Diem Highlights](#)
- [Fire Safe Hotels](#)
- [Have a Per diem Question?](#)
- [Downloadable Per Diem Files](#)

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).

The following rates apply for Florida

Primary Destination* (1)	County (2, 3)	Max lodging by Month (excluding taxes)												Meals & Inc. Exp.**	
		2014			2015										
		Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep		
Standard Rate	STANDARD RATE	83	83	83	83	83	83	83	83	83	83	83	83	83	46

\* NOTE: 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.

\*\* Meals and Incidental Expenses, see [Breakdown of M&I Expenses](#) for important information on first and last days of travel.

### 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 2015-08-14

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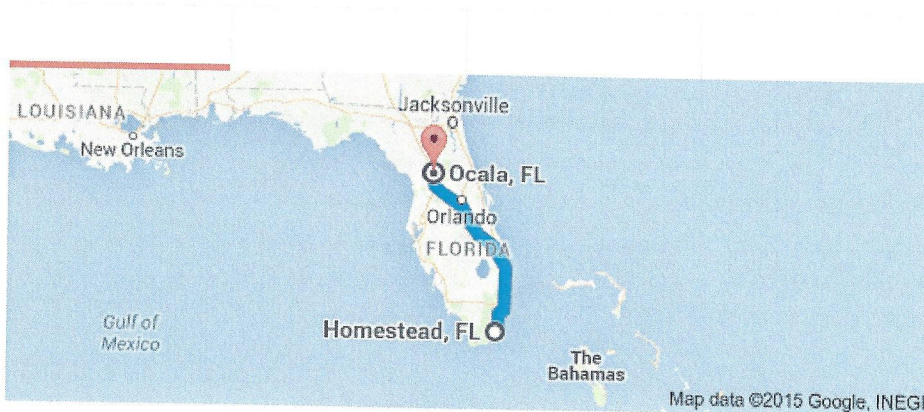
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From Homestead, FL  
To Ocala, FL



**4 h 56 min** (337.0 mi) via Florida's Turnpike

[Directions](#)

5 h 22 min (326.1 mi) via Florida's Turnpike and I-75 N

5 h 35 min (361.5 mi) via Florida's Turnpike and I-95 N

**Distance between Ocala, FL and Homestead, FL**

[www.distance-cities.com/distance-ocala-fl-to-homestead-fl](http://www.distance-cities.com/distance-ocala-fl-to-homestead-fl)  
Distance between Ocala and Homestead in miles and kilometers. Driving distance and how to go from Ocala, Florida to Homestead, Florida. How long does it ...

**Distance Ocala FL Homestead FL**

[distancesonline.com/Ocala,FL/Homestead,FL](http://distancesonline.com/Ocala,FL/Homestead,FL)  
Distance Ocala FL - Homestead FL, total distance, average speed, travel time, calculate costs and fuel consumption, calculate when arrive to Homestead FL.

**Distance Homestead FL Ocala FL**

[distancesonline.com/Homestead,FL/Ocala,FL](http://distancesonline.com/Homestead,FL/Ocala,FL)  
Distance Homestead FL - Ocala FL, total distance, average speed, travel time, calculate costs and fuel consumption, calculate when arrive to Ocala FL.

**How to go from Homestead, FL to Ocala, FL - Distance ...**

[www.distancebetweenecities.net/homestead\\_fl\\_and\\_ocala\\_fl/route](http://www.distancebetweenecities.net/homestead_fl_and_ocala_fl/route)  
You view road map, traffic information and best route between Homestead, FL and Ocala, FL. The route which you can take, the distance and estimated time is ...

**Ocala, FL and Homestead, FL - Distance Between Cities**

[www.distancebetweenecities.net/ocala\\_fl\\_and\\_homestead\\_fl/](http://www.distancebetweenecities.net/ocala_fl_and_homestead_fl/)  
Driving distance from Ocala, FL to Homestead, FL 336 Miles / 541 Km. How many hours? 4 hours 47 mins.

**Distance between Homestead, FL and Ocala, FL 337 Miles ...**

[www.distancebetweenecities.net/homestead\\_fl\\_and\\_ocala\\_fl/](http://www.distancebetweenecities.net/homestead_fl_and_ocala_fl/)  
Driving distance from Homestead, FL to Ocala, FL 337 Miles / 542 Km. How many hours? 4 hours 48 mins



distance from key largo florida to ocala florida

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From Key Largo, FL  
To Ocala, FL



**5 h 17 min** (364.3 mi) via Florida's Turnpike

Directions

5 h 41 min (353.5 mi) via Florida's Turnpike and I-75 N

5 h 58 min (388.9 mi) via Florida's Turnpike and I-95 N

**Driving Directions from Ocala, Florida to Key Largo, Florida ...**  
[www.mapquest.com/maps?...Ocala...FL...Key%20Largo...FL](http://www.mapquest.com/maps?...Ocala...FL...Key%20Largo...FL) MapQuest  
Driving Directions results from Ocala, Florida to Key Largo, Florida provided by MapQuest.

**Distance between Key Largo, FL and Ocala, FL**  
[www.distance-cities.com/distance-key-largo-fl-to-ocala-fl](http://www.distance-cities.com/distance-key-largo-fl-to-ocala-fl)  
Distance between Key Largo and Ocala in miles and kilometers. Driving distance and how to go from Key Largo, Florida to Ocala, Florida. How long does it ...

**Distance from Ocala, FL to Key Largo, FL**  
[www.distance-cities.com/distance-ocala-fl-to-key-largo-fl](http://www.distance-cities.com/distance-ocala-fl-to-key-largo-fl)  
Distance between Ocala and Key Largo in miles and kilometers. Driving distance and how to go from Ocala, Florida to Key Largo, Florida. How long does it ...

**Distance Ocala FL Largo FL**  
[distancesonline.com/Ocala,FL/Largo,FL](http://distancesonline.com/Ocala,FL/Largo,FL)  
Distance Ocala FL - Largo FL, total distance, average speed, travel time, ...  
Ocala,FL TO Largo,FL and then press ENTER key or click on DISTANCE button.

**How to go from Ocala, FL to Key Largo, Florida - Distance ...**  
[www.distancebetweenecities.net/ocala\\_fl\\_and\\_key-largo\\_florida/route](http://www.distancebetweenecities.net/ocala_fl_and_key-largo_florida/route)  
You view road map, traffic information and best route between Ocala, FL and Key Largo, Florida. The route which you can take, the distance and estimated time ...

**Distance between Ocala, Florida and Key Largo, FL 364 ...**  
[www.distancebetweenecities.net/ocala\\_florida\\_and\\_key-largo\\_fl/](http://www.distancebetweenecities.net/ocala_florida_and_key-largo_fl/)  
Driving distance from Ocala, Florida to Key Largo, FL 364 Miles / 586 Km. How many hours? 5 hours 19 mins.

**364 Mi - Distance from Ocala to Key Largo**  
[www.distancesfrom.com/.../distance...Ocala...Key-Largo-FL/DistanceHist...](http://www.distancesfrom.com/.../distance...Ocala...Key-Largo-FL/DistanceHist...)