RECEIVED

MAY 15 2013

Check Request

FINANCE

Check Request #

12/13-355

Date

5/14/2013

Description	Amount
TRUCK INSPECTION - 400 · TRAVEL & PER DIEM REIMBURSEMENT OF EXPENSES - RETURN TO STAFF Total Reimbursable Expenses	454.95 454.95
FIRE CHIEF, SERGIO I GARCIA OR BATTALION CHIEF JAMES GRIFFETH CORP PRESIDENT, FRANK CONKLIN OR VICE PRES WILLIAM MEEHAN BOARD APPROVAL	Finance Dept Use Only: Date Received: Finance Review & Approval Processed: Date: 5/15/13 By: 8454.95

KEY LARGO VOL. FIRE RESCUE DEPARTMENT

DWIGHT L BEAL

5/1/2013 PER DIEM - NEW ORLEANS FIRE TRUCK FINAL I

4482

454.95

CHECKING # 968606

454.95



551136 (6/09)



			LARGO FIR AVEL REQU			TION FORM				
Name	SERGIO GARCIA or IKE BEAL				Request Date	e <i>4/18/2013</i>				
	KEY LARGO VOL. FIRE RESCUE DEPT.			Title FIRE CHIEF or DEPUTY FIRE CHIEF						
Destination	FERRRARA - HO	LDEN, LA		Mode of Transportation Used AIRLINE						
Vacation Com	bined with Trip? [☐ Yes ☑ No	if so, meal a	nd hotel expens	ses cease upon	termination of City	business.			
PURPOSE OF	TRIP: FINAL INSP	ECTION FOR NEW F								
			ESTIMATED	TRANSP						
AIR FARE:	\$425.00			RENTAL CAR:		Rental Charge:	والمتارات والمائية المائية المائية والمائية والمائية والمائية والمائية والمائية والمائية والمائية والمائية	<u>\$300-01</u>		
,			······································	ı		Fuel:	alement de la constitució de la consti		\$66.00	
	MILEAGE RE	IMBURSEMENT-PRI	VATE AUTO			Hotel Parking:			\$50.00	
				AIRPORT	PARKING	<u> </u>				
DATE	FROM	то	MILES			AND THE RESIDENCE OF THE PARTY				
4/17/2012	KEY LARGO	MIA	65		<i>\$56.00</i>	Other:				
	FT. LAUDERDALE	WEV LAPOS	65			LUGGAGE FEE				
4/22/2012	FI. LAUDENDALE	KEY LARGO	63				tinasichem element esteriorisatza	underminen er einem der Menseler	nittiyaliidaadiaaanaaaaaaaaaaaaaaa	
	***************************************			***************************************		NOTE: BENT	N VEHICI E ES	STIMATE INCLU	DES INSURANCE	
		TOTAL MILEAGE	130	***************************************		NOTE. HENT		ON COVERAGE	DEG INGGITATION	
***************************************		COLL IN INITIANAL COMPANY							129.	
REIM	IAURSEMENT @ !	56.5 cents per mile	\$73.45							
REIM	IBURSEMENT @ (56.5 cents per mile	\$73.45			L D TRANSPORAT IER EXPENSE		3	\$969.45	
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Anne

Subject:

FW: USE OF CORPORATE CREDIT CARD FOR APPROVED DISTRICT TRAVEL

From: Linda Newman [mailto:info@keylargofire.com]

Sent: Tuesday, April 30, 2013 5:10 PM

To: Sandi Haab

Cc: Jennifer Zimmer; KeyLargo Chief6; ike beal

Subject: USE OF CORPORATE CREDIT CARD FOR APPROVED DISTRICT TRAVEL

Sandi:

The District approved for Ike Beal to go to New Orleans for a fire truck final inspection May 7 through May 10.

I am going to be making Ike's airline reservations and hotel reservations. Airfare will probably run about \$570.00 and the hotel around \$400.00. Can I do that much in one day? Do we have enough money in the account so that I can do this in the morning?

Also, I will need a Corporate check for Ike's per diem and mileage to and from the airport and airport parking which will total \$454.95. The check should be made out to Dwight Beal. It would be great if we could get the check by this Thursday.

I am attaching a copy of the travel authorization. Sorry for the scratching out. We were not certain how many people would be traveling and also the per diem rate information changed and there is no need for a rental vehicle and associated costs.

Thanks

Linda

Thanks Sandi.

Linda

LINDA NEWMAN Station Manager Key Largo Fire Rescue Dept. P.O. Box 782/1 East Drive Key Largo, FL 33037-0782 305-451-2700/2701 ofc. # 305-451-9560 ofc. FAX# 305-684-1395 cell

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Home > Policy & Regulations > Travel and Relocation Policy > Per Diem > Per Diem Rates >

FY 2013 Per Diem Rates for Louisiana

(October 2012 - September 2013)

-	SEARCH BY CITY, STATE OR ZIP CODE						
The state of the s	Enter your city	OR	Enter your ZIP Code	FIND PER DIEM RATES			
	Louisiana			Per Diem Map >			

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 county).

You searched for: Louislana

		dging l	ng by Month (excluding taxes)					
Primary Destination* (1)	County (2, 3)	2012			2013			
		Oct	Nov	Dec	Jan	Feb	Mar	ı
Standard Rate	Applies for all locations without specified rates	77	77	77	77	77	77	
Alexandria / Leesville / Natchitoches	Allen / Jefferson Davis / Natchitoches / Rapides / Vernon Parishes	80	80	80	80	80	80	
Baton Rouge	East Baton Rouge Parish	93	93	93	93	93	93	
Covington / Slidell	St. Tammany Parish	89	89	89	89	89	89	
Lafayette	Lafayette Consolidated Government	85	85	85	85	85	85	
New Orleans	Orleans, St. Bernard, Jefferson and Plaquemine Parishes	135	135	135	135	135	135	