

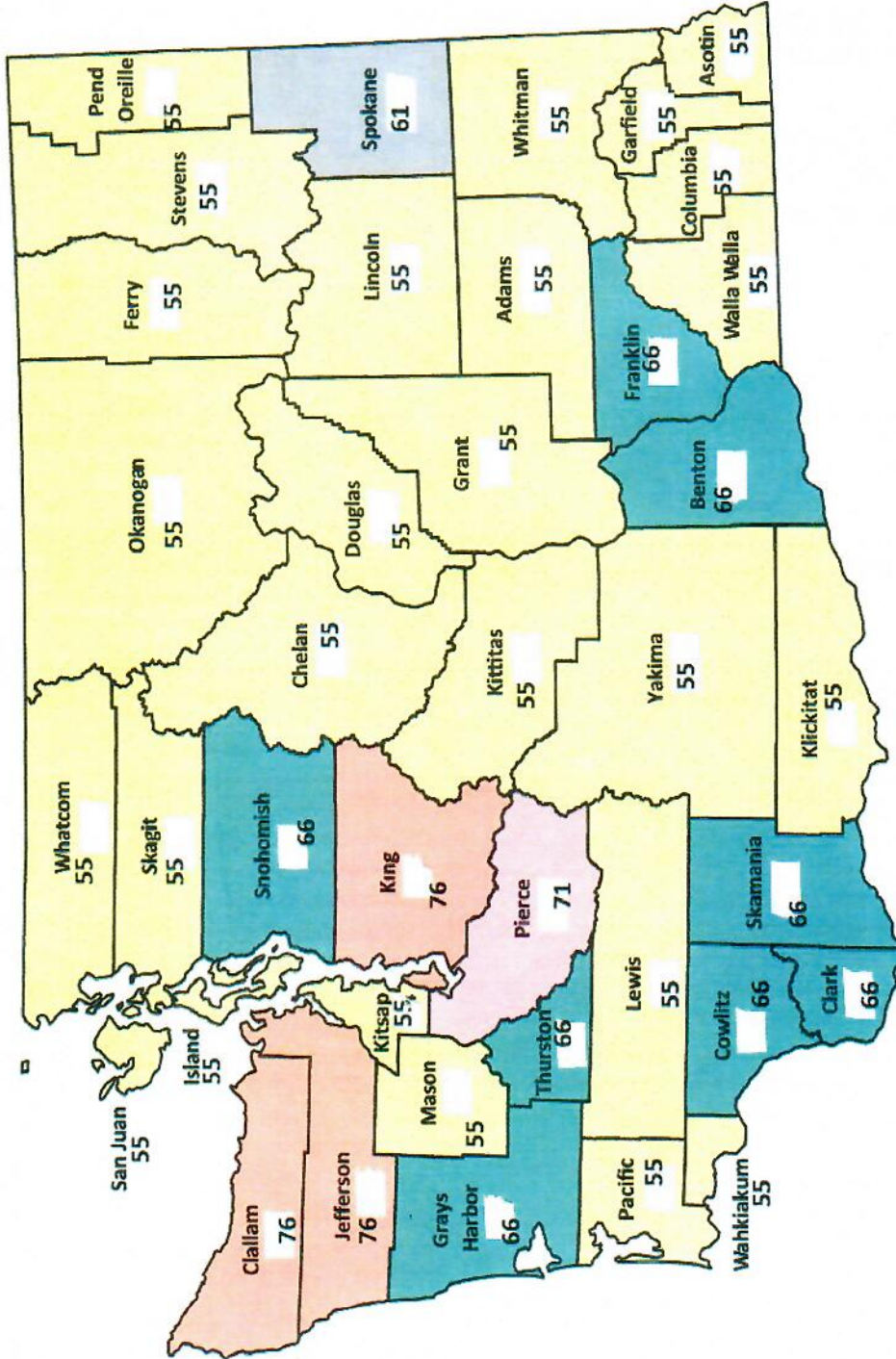
Meal Reimbursement rates: 10/01/19 through 09/30/20

Meals taken while traveling on behalf of the County are reimbursed UP TO the maximum rates listed below:

Meal Rates				
TOTAL	B	L	D	
\$55	\$14	\$16	\$25	
\$61	\$15	\$18	\$28	
\$66	\$16	\$20	\$30	
\$71	\$18	\$21	\$32	
\$76	\$19	\$23	\$34	

ALL requests for meal reimbursements **MUST** have an itemized receipt showing all food purchases, date of purchase, tip (if applicable) and taxes. **PLEASE NOTE:** Tips in excess of 15% and alcohol can not be reimbursed using public funds. These will be deleted from any requests.

As of 01/01/2020 the IRS personal vehicle reimbursement rate is \$0.575 per mile.



For Out-of-State Per Diem Rates, refer to the GSA website at: <http://www.gsa.gov>. To get the total meal and incidental expense rate breakdown of individual meal allowances, refer the State Administrative and Accounting Manual (SAAM), Subsection 10.40.10.c