

TRAVEL VOUCHER / FORM

1. Archive reference number 10086		2. Agency number 362		3. Agency Name Texas Lottery Commission			4. Current document number 11601918	
5. Effective date (Agency use)		6. Doc date (First date of travel) 01-26-16		7. DOC agency 362	8. FY 2016	9. Document amount \$292.75		
10. Pay to: Gary Grief Austin, TX					11. Title Executive Director			
					12. Designated headquarters Austin, TX			
13. Texas identification number 70025262448PR1			14. I am an "appointed officer" and certify that all documentation required to be filed with the Texas Ethics Commission has been filed. sign here					

15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
001	13009	225	5025	25009	2016	7111	85.00
INVOICE NUMBER		PMT DUE DATE		AGENCY USE			
		3-5-16		00100 Executive			
AGENCY USE							

15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
002	13009	225	5025	25009	2016	7112	14.25
INVOICE NUMBER		PMT DUE DATE		AGENCY USE			
AGENCY USE							

15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
003	13009	225	5025	25009	2016	7114	162.00
INVOICE NUMBER		PMT DUE DATE		AGENCY USE			
AGENCY USE							

16. Service date (Last date of travel) 01-28-16	17. Description (Agency use only) All travel conducted for official Texas Lottery business.
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18. DISTRIBUTION							AMOUNT
Expense itemization for in-state travel:							
Fares, Public transportation	Taxi		Air Fare		Rental Car		0.00
Personal car mileage	0.00	Miles @ (Rate set by Legislature)			0		0.00
Meals and / or lodging							
Parking							0.00
Incidental expenses (itemize)							
							0.00
Expense itemization for out-of-state travel:							
Fares, Public transportation	Taxi	85.00	Air Fare	792.20-CBA	Rental Car		85.00
Personal car mileage	26.38	Miles @ (Rate set by Legislature)			0.54		14.25
Meals and / or lodging							162.00
Parking	Airport						31.50
Incidental expenses (Itemize)							
Travel agent fee (11.79 +5.00 change fee + 5.00change fee=21.79)-CBA							0.00
TOTAL							\$292.75

19. I certify that the expense account shown above is true, correct, and unpaid.

Claimant sign here <i>[Signature]</i>		Date 2-4-16	Supervisor sign here <i>[Signature]</i>		Date
20. Contact name Susan Pogue			Phone (Area code and number) 512-344-5256		21. Agency use
Agency sign here <i>[Signature]</i>			Title		Date 2/12/16
Agency sign here <i>[Signature]</i>			Title		Date 2/12/16



STATE OF TEXAS

1. Doc agency	2. Current document number
362	

TRAVEL VOUCHER / FORM CONTINUATION

15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
004	13009	225	5025	25009	2016	7115	31.50
	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.								
01-26-16	9	00	a									54.00		54.00	
01-27-16												54.00		54.00	
				01-28-16	9	04	p					54.00		54.00	
TOTAL MEALS NON OVERNIGHT								v.	TOTAL MEALS & LODGING			w.	TOTAL ACTUAL EXPENSE		x. 162.00

DATE	y. INFORMATION REQUIRED BY TEXTRAVEL AND OTHER PERTINENT INFORMATION	Mileage Point to Point
01-26-16	From personal residence to Austin Bergstrom International Airport (ABIA) via personal vehicle (during normal works hours; only claiming mileage from Lottery headquarters to ABIA). From Austin, TX to St. Louis, MO via commercial airline to attend a MultiState Lottery (MUSL) Board Meeting and a North American Association of State and Provincial Lotteries (NASPL) meeting.	8.61
01-27-16 thru 01-28-16	Attended the MUSL and NASPL meetings.	
01-28-16	From St. Louis, MO to Austin, TX via commercial airline. From ABIA to personal residence via personal vehicle (outside normal work hours). Lodging was direct billed to MUSL. Taxi - receipts attached Employee work hours: M-F; 8a-5p; CBA - Central Billing Account. All of the above travel was official Lottery business related to regulation as mandated by the Texas Lottery Commission. Mileage obtained by MapQuest.	17.77
*Show point-to-point breakdown, including intra-city mileage claims		Total: 26.38

Use additional form or a "CONTINUATION SHEET," if additional space is needed.



INTEROFFICE MEMO

Gary Grief, Executive Director

Alfonso D. Royal III, Charitable Bingo Operations Director

To: Travel Coordinator

From: Gary Grief

Date: December 15, 2015

Re: Travel Request

2015 DEC 15 PM 3
OFFICE OF
CONTR. MGR
TRAVEL

TRAVELER: Gary Grief

DESTINATION: St. Louis, MO

DATES OF TRAVEL: January ^{26 28 88} ~~28-29~~, 2016

MODE OF TRAVEL: Commercial Airline

PURPOSE OF TRAVEL & EXPECTED BENEFITS:

(Note: Do not use acronyms or initials, purpose should clearly denote benefit to agency)

Meeting with the North American Association of State and Provincial Lotteries (NASPL) Executive Committee to discuss NASPL and lottery industry issues.

*ESTIMATED COSTS:

Mileage:	\$25.00	MUSL
Lodging and hotel taxes:	Direct billed to NASPL	
Meals:	\$108.00 162.00 ⁸⁸	
Airfare:	\$884.20 792.20 ⁸⁸	
Incidentals (travel agent fee; parking; taxi):	\$100.00	
TOTAL:	*\$1,117.20 1079.20 ⁸⁸	

1/6/16 - Mr. Grief's travel itinerary changed requiring him to depart on 1/26/16 to attend a MUSL Board mtg. His return flight was changed to 1/28/16. * Expenses will be reimbursed by MUSL/NASPL.
- Sheila Sanchez

*Travel expenses are reimbursable by NASPL.

EMPLOYEE: Gary Grief DATE: 12/15/15

MANAGER: _____ DATE: _____

DIRECTOR: _____ DATE: _____

CONTROLLER: Kaomy Pyka DATE: 12/15/15
(signature required for out-of-state travel only)

EXECUTIVE DIRECTOR: Gary Grief DATE: 12/16/15
(signature required for out-of-state travel only)

Name and Mailing Address for Payment:

Texas Lottery Commission
 PO Box 16630
 Austin, Texas 78761-6630

TRAVEL

Departure	Return	Destination/Purpose	Flight Total	MUSL						
1/26/2016	1/28/2016	STL Board Mtg	\$792.20	\$792.20						

For per diem M&IE rates see <http://www.gsa.gov>. For U.S. cities not listed, the current M&IE rate is \$39. First & Last day of Travel is limited to 75% of total day.

Rate for St. Louis = \$54 - Exclude MUSL-provided meals using the following breakdown Brkfst - 18%; Lunch - 28%; Dinner 54%.

LODGING

End Date	Lodging Description	Invoice	Less Food	Lodging Net	MUSL					
1/28/2016	Direct billed			\$0.00	\$0.00					

MEALS

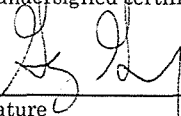
	Brkfst	Lunch	Dinner	Dir's Dinner	Per Diem	MUSL				
1/26/2016	\$7.29	\$11.34	MUSL		\$18.63	\$18.63				
1/27/2016	MUSL	MUSL	\$29.16		\$29.16	\$29.16				
1/28/2016	\$7.29	\$11.34	\$21.87		\$40.50	\$40.50				
					\$0.00					

MISCELLANEOUS

Date	Explanation	Amount	MUSL	PB						
1/26/2016	Travel agent fee	\$21.79	\$10.90	\$10.90						
1/26/2016	Taxi - airport/hotel/airport	\$85.00	\$42.50	\$42.50						
1/26/2016	Mileage from Lottery HQ to airport; airport to residence	\$14.25	\$7.13	\$7.13						
1/28/2016	Airport parking	\$31.50	\$15.75	\$15.75						
			\$0.00	\$0.00						
			\$0.00	\$0.00						
			\$0.00	\$0.00						
			\$0.00	\$0.00						
			\$0.00	\$0.00						
Totals		\$1,033.03	\$956.76	\$76.27	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,033.03

The undersigned certifies that the above expenses are qualified business expenses.

Total Due Claimant: \$1,033.03



 Signature

2-4-16

MUSL EXPENSE CLAIM FORM

TRAVEL VOUCHER / FORM

1. Archive reference number 10158		2. Agency number 362		3. Agency Name Texas Lottery Commission			4. Current document number 11602252	
5. Effective date (Agency use)		6. Doc date (First date of travel) 02-21-16		7. DOC agency 362	8. FY 2016	9. Document amount \$295.37		
10. Pay to: Gary Grief Austin, TX				PAID PAYMENT # 5777477 MAR 11 2016		11. Title Executive Director		
						12. Designated headquarters Austin, TX		
13. Texas identification number 70025262448PR1			14. I am an "appointed officer" and certify that all documentation required to be filed with the Texas Ethics Commission has been filed. sign here DIRECT DEPOSIT / WARRANT					

15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
001	13009	225	5025	25009	2016	7111	23.00
INVOICE NUMBER		PMT DUE DATE		AGENCY USE			
		3-31-16		00100 Executive			
AGENCY USE							

15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
002	13009	225	5025	25009	2016	7112	20.25
INVOICE NUMBER		PMT DUE DATE		AGENCY USE			
AGENCY USE							

15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
003	13009	225	5025	25009	2016	7114	219.00
INVOICE NUMBER		PMT DUE DATE		AGENCY USE			
AGENCY USE							

16. Service date (Last date of travel) 02-22-16	17. Description (Agency use only) All travel conducted for official Texas Lottery business.
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18. DISTRIBUTION							AMOUNT
Expense itemization for in-state travel:							
Fares, Public transportation	Taxi		Air Fare		Rental Car		0.00
Personal car mileage	0.00	Miles @ (Rate set by Legislature)			0		0.00
Meals and / or lodging							
Parking							0.00
Incidental expenses (itemize)							
							0.00
Expense itemization for out-of-state travel:							
Fares, Public transportation	Taxi	23.00	Air Fare	1170.20-CBA	Rental Car		23.00
Personal car mileage	37.50	Miles @ (Rate set by Legislature)			0.54		20.25
Meals and / or lodging							219.00
Parking	Airport						21.00
Incidental expenses (Itemize)							
Travel agent fee (11.79)-CBA; Hotel taxes (\$12.12)							12.12
TOTAL							\$295.37

19. I certify that the expense account shown above is true, correct, and unpaid.

Claimant sign here <i>[Signature]</i>	Date 3/1/16	Supervisor sign here <i>[Signature]</i>	Date
20. Contact name Susan Pogue		21. Agency use Phone (Area code and number) 512-344-5256	
Agency sign here <i>[Signature]</i>	Title	Date 3/1/16	
Agency sign here <i>[Signature]</i>	Title	Date 3/10/16	



STATE OF TEXAS

1. Doc agency	2. Current document number
362	

TRAVEL VOUCHER / FORM CONTINUATION

15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
004	13009	225	5025	25009	2016	7115	33.12
	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						
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.								
02-21-16	8	00	a									59.00	101.00	160.00	
				02-22-16	6	03	p					59.00		59.00	
TOTAL MEALS NON OVERNIGHT								v.	TOTAL MEALS & LODGING			w.	TOTAL ACTUAL EXPENSE		x. 219.00

DATE	y. INFORMATION REQUIRED BY TEXTRAVEL AND OTHER PERTINENT INFORMATION	Mileage Point to Point
02-21-16	From personal residence to Austin Bergstrom International Airport (ABIA) via personal vehicle (outside normal works hours). From Austin, TX to Des Moines, IA via commercial airline to attend MultiState Lottery (MUSL) meetings.	19.00
02-22-16	Attended MUSL meetings. From Des Moines, IA to Austin, TX via commercial airline. From ABIA to personal residence via personal vehicle (outside normal work hours). Employee work hours: M-F; 8a-5p; CBA - Central Billing Account. All of the above travel was official Lottery business related to regulation as mandated by the Texas Lottery Commission. Mileage obtained by MapQuest.	18.50
*Show point-to-point breakdown, including intra-city mileage claims		Total: 37.50



INTEROFFICE MEMO

Gary Grief, Executive Director

Alfonso D. Royal III, Charitable Bingo Operations Director

To: Travel Coordinator

From: Gary Grief

Date: February 9, 2016

Re: Travel Request

OFFICE OF THE
CONTROLLER
2016 FEB -9 PM 10
TRAVEL

TRAVELER: Gary Grief

DESTINATION: Des Moines/Urbandale, Iowa

DATES OF TRAVEL: February 21-22, 2016

MODE OF TRAVEL: Commercial Airline

PURPOSE OF TRAVEL & EXPECTED BENEFITS:

(Note: Do not use acronyms or initials, purpose should clearly denote benefit to agency)

To attend Multistate Lottery Association (MUSL) meetings.

***ESTIMATED COSTS:**

Mileage:	\$20.00
Lodging and hotel taxes:	Direct bill to MUSL
Meals:	\$118.00
Airfare:	\$1,170.20 (refundable fare)
Incidentals:	\$100.00 (travel agent fee, airport parking; taxi)
Registration Fees:	

TOTAL: \$1,408.20

*Travel expenses are reimbursable by MUSL.

EMPLOYEE: Employee not available to sign DATE: 2-9-16

MANAGER: _____ DATE: _____

DIRECTOR: _____ DATE: _____

CONTROLLER: Kathy Ryka DATE: 2/10/16
(signature required for out-of-state travel only)

EXECUTIVE DIRECTOR: Kathy Ryka for G. Grief DATE: 2/10/16
(signature required for out-of-state travel only)

Name and Mailing Address for Payment:

Texas Lottery Commission
 PO Box 16630
 Austin, Texas 78761-6630

TRAVEL

Departure	Return	Destination/Purpose	Flight Total	MUSL					
2/21/2016	2/22/2016	DSM Visit	\$1,170.20	\$1,170.20					

For per diem M&IE rates see <http://www.gsa.gov>. For U.S. cities not listed, the current M&IE rate is \$39. First & Last day of Travel is limited to 75% of total day.

Rate for Des Moines = \$59 - Exclude MUSL-provided meals using the following breakdown Brkfst - 18%; Lunch - 28%; Dinner 54%.

LODGING

End Date	Lodging Description	Invoice	Less Food	Lodging Net	MUSL				
2/22/2016	Embassy Suites	\$113.12		\$113.12	\$113.12				

MEALS

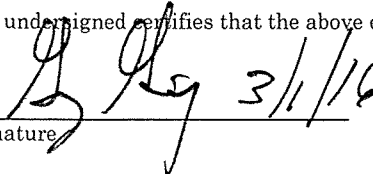
	Brkfst	Lunch	Dinner	Dir's Dinner	Per Diem	MUSL			
2/21/2016	\$7.97	\$12.39	\$23.90		\$44.25	\$44.25			
2/22/2016	\$7.97	\$12.39	\$23.90		\$44.25	\$44.25			

MISCELLANEOUS

Date	Explanation	Amount	MUSL	PB					
2/21/2016	Travel agent fee	\$11.79	\$5.90	\$5.90					
2/21/2016	Mileage from personal residence to Austin airport; Austin airport to personal residence	\$20.25	\$10.13	\$10.13					
2/21/2016	Taxi from Des Moines airport to hotel	\$23.00	\$11.50	\$11.50					
2/22/2016	Airport parking	\$21.00	\$10.50	\$10.50					
			\$0.00	\$0.00					
			\$0.00	\$0.00					
			\$0.00	\$0.00					
			\$0.00	\$0.00					
			\$0.00	\$0.00					
Totals		\$1,447.86	\$1,409.84	\$38.02	\$0.00	\$0.00	\$0.00	\$0.00	\$1,447.86

The undersigned certifies that the above expenses are qualified business expenses.

Total Due Claimant: \$1,447.86


 Signature _____

MUSL EXPENSE CLAIM FORM

TRAVEL VOUCHER / FORM

1. Archive reference number 10189		2. Agency number 362		3. Agency Name Texas Lottery Commission			4. Current document number 11602295	
5. Effective date (Agency use)		6. Doc date (First date of travel) 02-21-16		7. DOC agency 362	8. FY 2016	9. Document amount \$39.07		
10. Pay to: Gary Grief Austin, TX				11. Title Executive Director		12. Designated headquarters Austin, TX		
13. Texas identification number 70025262448PR1				14. I am an "appointed officer" and certify that all documentation required to be filed with the Texas Ethics Commission has been filed. sign here				

15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
001	13009	225	5025	25009	2016	7105	39.07
INVOICE NUMBER		PMT DUE DATE		AGENCY USE			
		4-9-16		00100 Executive			
AGENCY USE							

15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
	13009	225	5025	25009	2016		
INVOICE NUMBER		PMT DUE DATE		AGENCY USE			
AGENCY USE							

15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
	13009	225	5025	25009	2016		
INVOICE NUMBER		PMT DUE DATE		AGENCY USE			
AGENCY USE							

16. Service date (Last date of travel) 02-22-16		17. Description (Agency use only) All travel conducted for official Texas Lottery business.	
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18. DISTRIBUTION							AMOUNT
Expense itemization for in-state travel:							
Fares, Public transportation	Taxi	Air Fare	Rental Car	CBA			0.00
Personal car mileage	0.00	Miles @ (Rate set by Legislature)	0				0.00
Meals and / or lodging							0.00
Parking							0.00
Incidental expenses (itemize)							-
Gas for rental car							39.07
Expense itemization for out-of-state travel:							
Fares, Public transportation	Taxi	Air Fare	Rental Car				0.00
Personal car mileage		Miles @ (Rate set by Legislature)	0.54				0.00
Meals and / or lodging							0.00
Parking							0.00
Incidental expenses (Itemize)							0.00
TOTAL							\$39.07

19. I certify that the expense account shown above is true, correct, and unpaid.

Claimant sign here		Date 3/10/16	Supervisor sign here		Date 3-10-16
20. Contact Name Susan Pogue			Phone (Area code and number) 512-344-5256		21. Agency use
22. Approval sign here			Title		Date 3/11/16
22. Approval sign here			Title		Date 3.14.16

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.								
03-02-16	7	30	a	03-03-16	11	00	p								
				2											
				MBS											
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	Mileage Point to Point
03-02-16	Courtesy ride provided to Enterprise Rental Car to pick up rental car. Departed Lottery headquarters via rental car to Dallas, TX to attend a meeting with Dallas Cowboys representatives and to tour The Star facilities in Frisco, TX. From Dallas, TX to Austin, TX via rental car. Lottery employees Mike Fernandez, Michael Anger, Bob Biard, Kathy Pyka and Kelly Cripe rode with Mr. Grief.	
03-03-16	Returned rental car to Enterprise Rental Car and was provided a courtesy ride to Lottery headquarters. Gas receipt was not available. Employee banking statement reflecting charge for gas purchase is attached. Employee work hours: M-F; 8a-5p; CBA - Central Billing Account. All of the above travel was official Lottery business related to regulation as mandated by the Texas Lottery Commission. Mileage obtained by MapQuest.	
	*Show point-to-point breakdown, including intra-city mileage claims	Total:



INTEROFFICE MEMO

Gary Grief, Executive Director

Alfonso D. Royal III, Charitable Bingo Operations Director

To: Travel Coordinator

From: Casey Austin
Executive Assistant

Date: February 29, 2016

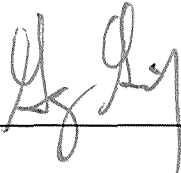
Re: Travel Request

TRAVELER: Gary Grief
DESTINATION: Frisco, TX
DATES OF TRAVEL: 3/2/16
MODE OF TRAVEL: Rental car

PURPOSE OF TRAVEL & EXPECTED BENEFITS: Gary Grief will be traveling to Frisco, Texas to attend a working/planning session with the Dallas Cowboys and take a tour of The Star. Mr. Grief will be driving 5+ other TLC employees and is requesting a large SUV.

ESTIMATED COSTS:

Rental Car	\$110.35	(\$99 x 1 day + tax)
Meals	\$36.00	
Mileage	\$8.00	returning after work hours
Incidentals	\$31.32	rental fuel
TOTAL:	\$185.67	

EMPLOYEE: 

DATE: 2/29/16

MANAGER: _____

DATE: _____

DIRECTOR: _____

DATE: _____

CONTROLLER: _____
(signature required for out-of-state travel only)

DATE: _____

EXECUTIVE DIRECTOR: _____
(signature required for out-of-state travel only)

DATE: _____

TRAVEL VOUCHER / FORM

1. Archive reference number <i>10267</i>		2. Agency number 362		3. Agency Name Texas Lottery Commission				4. Current document number <i>11602730</i>	
5. Effective date (Agency use)		6. Doc date (First date of travel) 03-24-16		7. DOC agency 362		8. FY 2016		9. Document amount \$275.18	
10. Pay to: Gary N. Grief Austin, TX						11. Title Executive Director			
						12. Designated headquarters Austin, TX			
13. Texas identification number 70025262448PR1				14. I am an "appointed officer" and certify that all documentation required to be filed with the Texas Ethics Commission has been filed. sign here DIRECT DEPOSIT / WARRANT					

15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
001	13009	225	5025	25009	2016	7104	205.00
INVOICE NUMBER		PMT DUE DATE		AGENCY USE			
		<i>3-15-16</i>		00100-Executive			
AGENCY USE							

15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
002	13009	225	5025	25009	2016	7105	63.51
INVOICE NUMBER		PMT DUE DATE		AGENCY USE			
AGENCY USE							

15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
003	13009	225	5025	25009	2016	7135	6.67
INVOICE NUMBER		PMT DUE DATE		AGENCY USE			
AGENCY USE							

16. Service date (Last date of travel) 03-25-16		17. Description (Agency use only) All travel conducted for official Texas Lottery business.	
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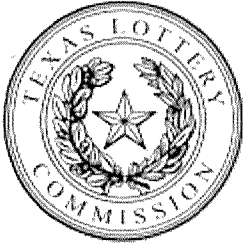
18. DISTRIBUTION							AMOUNT
Expense itemization for in-state travel:							
Fares, Public transportation	Taxi	Air Fare	Rental Car	40.99-CBA			0.00
Personal car mileage		Miles @ (Rate set by Legislature)	0.54				0.00
Meals and / or lodging							205.00
Parking							0.00
Incidental expenses (itemize)	Hotel Occupancy Tax: Regular						6.67
	Hotel city taxes (\$9.96); Gas for rental car (\$53.55)						63.51
Expense itemization for out-of-state travel:							
Fares, Public transportation	Taxi	Air Fare	Rental Car				0.00
Personal car mileage	0.00	Miles @ (Rate set by Legislature)	0				0.00
Meals and / or lodging							0.00
Parking							0.00
Incidental expenses (Itemize)							0.00
TOTAL							\$275.18

19. I certify that the expense account shown above is true, correct, and unpaid.			
Claimant sign here <i>[Signature]</i>		Date <i>4/15/16</i>	Supervisor sign here
20. Contact name Susan Pogue		21. Agency use Phone (Area code and number) 512-344-5256	
Agency sign here <i>[Signature]</i>		Title	Date <i>4/19/16</i>
22. Approval sign here <i>[Signature]</i>		Title	Date <i>4/19/16</i>

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												
03-24-16	11	25	a									64.00	109.00	173.00					
				03-25-16	12	09	p					32.00		32.00					
TOTAL MEALS NON OVERNIGHT												j.	TOTAL MEALS & LODGING		k.	TOTAL ACTUAL EXPENSE		l.	205.00

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	Mileage Point to Point
03-24-16 -	Employee was provided courtesy ride to Enterprise Rental Car to pick up rental car From Austin, Texas to Dallas, Texas via rental car to attend the Gas Monkey instant ticket media event. (Lottery employees, Dale Bowersock and Andrew Leeper also rode with Mr Grief). Attended the Gas Monkey instant ticket media event and overnighted.	
03-25-16 -	From Dallas, Texas to Austin, Texas via rental car Returned rental car and was provided a courtesy ride back to Lottery headquarters. Employee credit card statement is provided for reimbursement of gas for rental car No receipts available. Employee work hours: M-F; 8a-5p; CBA - Central Billing Account. All of the above travel was official Lottery business related to regulation as mandated by the Texas Lottery Commission. Mileage obtained by MapQuest.	
*Show point-to-point breakdown, including intra-city mileage claims		Total:



INTEROFFICE MEMO

Gary Grief, Executive Director

Alfonso D. Royal III, Charitable Bingo Operations Director

To: Travel Coordinator

From: Gary Grief

Date: March 23, 2016

Re: Travel Request

TRAVELER: Gary Grief

DESTINATION: Dallas, TX

DATES OF TRAVEL: March 24-25, 2016

MODE OF TRAVEL: Rental Car (Dale Bowersock and Andrew Leeper will ride with Mr. Grief)

PURPOSE OF TRAVEL & EXPECTED BENEFITS:

(Note: Do not use acronyms or initials, purpose should clearly denote benefit to agency)

To attend a media event promoting the launch of the Gas Monkey Garage instant ticket.

***ESTIMATED COSTS:**

Mileage:	\$25.00
Lodging and hotel taxes:	\$125.62
Meals:	\$80.00
Rental Car	\$44.35
Airfare:	\$
Incidentals (travel agent fee; parking; taxi):	\$18.46

TOTAL: \$293.43

EMPLOYEE:  DATE: 3-23-16

MANAGER: _____ DATE: _____

DIRECTOR: _____ DATE: _____

CONTROLLER: _____ DATE: _____

(signature required for out-of-state travel only)

EXECUTIVE DIRECTOR: _____ DATE: _____

(signature required for out-of-state travel only)

TRAVEL VOUCHER / FORM

1. Archive reference number <i>10260</i>		2. Agency number 362		3. Agency Name Texas Lottery Commission			4. Current document number <i>11602731</i>	
5. Effective date (Agency use)		6. Doc date (First date of travel) 03-28-16		7. DOC agency 362	8. FY 2016	9. Document amount \$157.44		
10. Pay to: Gary N. Grief Austin, TX				PAID PAYMENT # 1036017 APR 22 2016		11. Title Executive Director		
13. Texas identification number 70025262448PR1				14. I am an "appointed officer" and certify that all documentation required to be filed with the Texas Ethics Commission has been filed. sign here DIRECT DEPOSIT / WARRANT				
12. Designated headquarters Austin, TX								

15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
001	13009	225	5025	25009	2016	7101	39.62
INVOICE NUMBER		PMT DUE DATE		AGENCY USE			
		5-15-16		00100-Executive			
AGENCY USE							

15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
002	13009	225	5025	25009	2016	7102	8.32
INVOICE NUMBER		PMT DUE DATE		AGENCY USE			
AGENCY USE							

15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
003	13009	225	5025	25009	2016	7104	88.50
INVOICE NUMBER		PMT DUE DATE		AGENCY USE			
AGENCY USE							

16. Service date (Last date of travel) 03-29-16	17. Description (Agency use only) All travel conducted for official Texas Lottery business.
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18. DISTRIBUTION							AMOUNT
Expense itemization for in-state travel:							
Fares, Public transportation	Taxi	39.62	Air Fare	CBA	Rental Car		39.62
Personal car mileage	15.40	Miles @ (Rate set by Legislature)	0.54				8.32
Meals and / or lodging							88.50
Parking	Airport						21.00
Incidental expenses (itemize)							0.00
							0.00
Expense itemization for out-of-state travel:							
Fares, Public transportation	Taxi		Air Fare		Rental Car		0.00
Personal car mileage	0.00	Miles @ (Rate set by Legislature)	0				0.00
Meals and / or lodging							0.00
Parking							0.00
Incidental expenses (itemize)							0.00
							0.00
TOTAL							\$157.44

19. I certify that the expense account shown above is true, correct, and unpaid.

Claimant sign here <i>Gary Grief</i>	Date 4/15/16	Supervisor sign here	Date
20. Contact name <i>from 4-20-16</i> Susan Pogue	Phone (Area code and number) 512-344-5256	21. Agency use	
Agency sign here <i>[Signature]</i>	Title	Date 4/21/16	
Agency sign here <i>Kashy Ryna</i>	Title	Date 4/21/16	



1. Doc agency	2. Current document number
362	

TRAVEL VOUCHER / FORM CONTINUATION

15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
004	13009	225	5025	25009	2016	7105 -	21.00 -
	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											
03-28-16	8	10	a									59.00		59.00				
				03-29-16	2	45	p					29.50		29.50				
TOTAL MEALS NON OVERNIGHT											j.	TOTAL MEALS & LODGING		k.	TOTAL ACTUAL EXPENSE		l.	88.50

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	Mileage Point to Point
03-28-16	From personal residence to Austin Bergstrom International Airport (ABIA) via personal vehicle (during normal work hours; employee only claiming mileage from Lottery headquarters to ABIA). From Austin, Texas to El Paso, Texas via commercial airline. Mr Grief walked from El Paso Airport to Wyndham El Paso Airport Hotel to attend briefing with Commissioner Arrieta-Candelaria. From hotel to dinner with the Commissioner via taxi (Lottery employees, Bob Biard and Michael Anger also rode with Mr Grief) - receipt attached. From dinner to hotel via Uber (Lottery employees Bob Biard and Nelda Trevino also rode with Mr Grief) - receipt attached.	7.90
03-29-16	Mr. Grief walked from Wyndham El Paso Hotel to El Paso Airport. From El Paso, Texas to Austin, Texas via commercial airline. From ABIA to personal residence via personal vehicle (during normal work hours; employee only claiming mileage from ABIA to Lottery headquarters). Hotel was direct billed to Texas Lottery Commission. Employee work hours: M-F; 8a-5p; CBA - Central Billing Account. All of the above travel was official Lottery business related to regulation as mandated by the Texas Lottery Commission. Mileage obtained by MapQuest.	7.50
*Show point-to-point breakdown, including intra-city mileage claims		Total: 15.40



INTEROFFICE MEMO

Gary Grief, Executive Director

Alfonso D. Royal III, Charitable Bingo Operations Director

To: Travel Coordinator

From: Casey Austin
Executive Assistant

Date: March 3, 2016

Re: Travel Request

TRAVELER: Gary Grief
DESTINATION: El Paso, Houston
DATES OF TRAVEL: 3/28/16 – 3/31/16
MODE OF TRAVEL: commercial air/rental

PURPOSE OF TRAVEL & EXPECTED BENEFITS: Gary Grief will be traveling to El Paso, Texas and Houston, Texas to attend briefings with Commissioners Arrieta-Candelaria and Heeg. Travel will be by commercial air and rental car. Mr. Grief will be seeking reimbursement of actual lodging expenses for this trip. Travel to El Paso is greater than 250 miles and traveling by commercial air will save time and will eliminate the need for an extra nights lodging expense. Mr. Grief is requesting to rent a premium SUV from Austin>Houston due to traveling with 5 people + luggage.

ESTIMATED COSTS:

Meals	\$177.00
Hotel	\$312.00 (\$165 El Paso + \$147 Houston)
Airfare	\$455.20 AUS>ELP; refundable fare
Incidentals	\$100.00 Airport parking, bag fees, fuel
Rental	\$166.25 (\$99 x 1.5 days + tax) Austin>Houston
TOTAL:	\$1210.45

EMPLOYEE: *Gary Grief*

MANAGER: _____

DIRECTOR: _____

CONTROLLER: _____
(signature required for out-of-state travel only)

EXECUTIVE DIRECTOR: _____
(signature required for out-of-state travel only)

DATE: 3/4/16

DATE: _____

DATE: _____

DATE: _____

DATE: _____

3/30/16 - Travel arrangements changed. Mr. Grief will not rent car on 3/31/16. Michael Anger will rent.

TRAVEL VOUCHER / FORM

1. Archive reference number <i>10269</i>		2. Agency number 362		3. Agency Name Texas Lottery Commission			4. Current document number 11602736	
5. Effective date (Agency use)		6. Doc date (First date of travel) 04-02-16		7. DOC agency 362	8. FY 2016	9. Document amount \$634.75		
10. Pay to: Gary Grief Austin, TX				PAID PAYMENT # 103807 APR 22 2016		11. Title Executive Director		
13. Texas identification number 70025262448PR1				14. I am an "appointed officer" and certify that all documentation required to be filed with the Texas Ethics Commission has been filed. sign here DIRECT DEPOSIT / WARRANT				
12. Designated headquarters Austin, TX								

15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
001	13009	225	5025	25009	2016	7111	122.00
INVOICE NUMBER		PMT DUE DATE		AGENCY USE			
		5-17-16		00100 Executive			
AGENCY USE							

15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
002	13009	225	5025	25009	2016	7112	20.25
INVOICE NUMBER		PMT DUE DATE		AGENCY USE			
AGENCY USE							

15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
003	13009	225	5025	25009	2016	7114	370.00
INVOICE NUMBER		PMT DUE DATE		AGENCY USE			
AGENCY USE							

16. Service date (Last date of travel) 04-09-16		17. Description (Agency use only) All travel conducted for official Texas Lottery business.	
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18. DISTRIBUTION							AMOUNT
Expense itemization for in-state travel:							
Fares, Public transportation	Taxi		Air Fare		Rental Car		0.00
Personal car mileage	0.00	Miles @ (Rate set by Legislature)			0		0.00
Meals and / or lodging							
Parking							0.00
Incidental expenses (itemize)							
							0.00
Expense itemization for out-of-state travel:							
Fares, Public transportation	Taxi	122.00	Air Fare	747.20-CBA	Rental Car		122.00
Personal car mileage	37.50	Miles @ (Rate set by Legislature)			0.54		20.25
Meals and / or lodging							370.00
Parking	Airport						52.50
Incidental expenses (Itemize)							
Travel agent fee (11.79)-CBA; Baggage fees (\$70.00)							70.00
TOTAL							\$634.75

19. I certify that the expense account shown above is true, correct, and unpaid.

Claimant sign here		Date 4/1/16	Supervisor sign here		Date
20. Contact name Susan Pogue			Phone (Area code and number) 512-344-5256		21. Agency use
Agency sign here		Title			Date 4/21/16
Agency sign here		Title Kaomys Ryska			Date 4/21/16



1. Doc agency 362	2. Current document number
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TRAVEL VOUCHER / FORM CONTINUATION

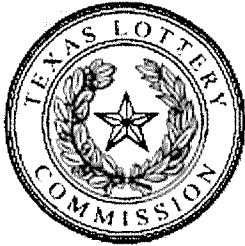
15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
004	13009	225	5025	25009	2016	7115 ✓	122.50 ✓
	INVOICE NUMBER	PMT DUE DATE	AGENCY USE				
	AGENCY USE						
15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
	INVOICE NUMBER	PMT DUE DATE	AGENCY USE				
	AGENCY USE						
15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
	INVOICE NUMBER	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. ACTUAL EXPENSE					
Date	Hour	Min.	m.	Date	Hour	Min.	m.					Meals	Lodging	TOTAL			
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. ACTUAL EXPENSE					
Date	Hour	Min.	m.	Date	Hour	Min.	m.					Meals	Lodging	TOTAL			
04-02-16	5	47	a	Personal	Time	-											
04-03-16				Personal	Time	-											
04-04-16				Personal	Time	-											
04-05-16												74.00		74.00			
04-06-16	-											74.00		74.00			
04-07-16	,											74.00		74.00			
04-08-16												74.00		74.00			
				04-09-16	6	04	p					74.00		74.00			
TOTAL MEALS NON OVERNIGHT											v.	TOTAL MEALS & LODGING		w.	TOTAL ACTUAL EXPENSE		x. 370.00

DATE	y. INFORMATION REQUIRED BY TEXTRAVEL AND OTHER PERTINENT INFORMATION	Mileage Point to Point
04-02-16	From personal residence to Austin Bergstrom International Airport (ABIA) via personal vehicle (outside normal works hours). From Austin, TX to New York, NY via commercial airline to attend the Public Gaming Research Institute (PGRI) Smart Tech Conference and Multistate Lottery Association (MUSL) meetings. Mr Grief was on personal time and expense from April 2 thru April 4. Mr Grief's business itinerary began April 5.	19.00
04-05-16 thru 04-08-16	Attended MUSL meetings and the PGRI Conference.	
04-09-16	From New York, NY to Austin, TX via commercial airline. From ABIA to personal residence via personal vehicle (outside normal work hours). Hotel was direct billed to PGRI Conference. Taxis for NY Airport/hotel/NY Airport - receipts attached. Claiming airport parking for April 5 thru April 9 only. Employee work hours: M-F; 8a-5p; CBA - Central Billing Account. ^ All of the above travel was official Lottery business related to regulation as mandated by the Texas Lottery Commission. Mileage obtained by MapQuest.	18.50
*Show point-to-point breakdown, including intra-city mileage claims		Total: 37.50

Use additional form or a "CONTINUATION SHEET," if additional space is needed.



INTEROFFICE MEMO

Gary Grief, Executive Director

Alfonso D. Royal III, Charitable Bingo Operations Director

To: Travel Coordinator

From: Gary Grief

Date: February 24, 2016

Re: Travel Request

TRAVELER: Gary Grief

DESTINATION: New York, NY

DATES OF TRAVEL: April 2-9, 2016

MODE OF TRAVEL: Commercial Airline

PURPOSE OF TRAVEL & EXPECTED BENEFITS:

(Note: Do not use acronyms or initials, purpose should clearly denote benefit to agency)

Mr. Grief will travel to New York, NY to attend the Public Gaming Research Institute (PGRI) Smart Tech Conference and participate in related lottery industry discussions. Mr. Grief will travel to New York, NY on April 2 and remain there through April 4 on personal time and expense. He will begin his business day at state expense on April 5 as this would have been his normal business day of travel to attend the Conference.

ESTIMATED COSTS

Mileage	\$25.00
Airfare	\$747.20 (refundable)
Lodging and hotel taxes	\$1,188.80 (room rates vary; see attached confirmation)
Meals	\$370.00 (5 days)
Incidentals (parking, taxi, travel agent fee)	\$200.00
TOTAL	\$2,531.00 ✓

*Actual lodging expense and Group Program Exception for room rate

EMPLOYEE: *Gary Grief* DATE: 2/24/16
 MANAGER: _____ DATE: _____

DIRECTOR: _____ DATE: _____

CONTROLLER: *Kathy Pina* DATE: 2/24/16
 (signature required for out-of-state travel only)

EXECUTIVE DIRECTOR: *Gary Grief* DATE: 2/24/16
 (signature required for out-of-state travel only)

Name and Mailing Address for Payment:

Texas Lottery Commission
 PO Box 16630
 Austin, Texas 78761-6630

TRAVEL

Departure	Return	Destination/Purpose	Flight Total	MUSL						
4/2/2016	4/9/2016	NYC - PGRI (HL, ComDev, ComLegal, ComMP)	\$747.20	\$747.20						

For per diem M&IE rates see <http://www.gsa.gov>. For U.S. cities not listed, the current M&IE rate is \$39. First & Last day of Travel is limited to 75% of total day.

Rate for NYC = \$74 - Exclude MUSL-provided meals using the following breakdown Brkfst - 18%; Lunch - 28%; Dinner 54%.

LODGING

End Date	Lodging Description	Invoice	Less Food	Lodging Net	MUSL					
4/9/2016	No lodging expense (PGRI)			\$0.00	\$0.00					

MEALS	Brkfst	Lunch	Dinner	Dir's Dinner	Per Diem	MUSL				
4/5/2016	\$9.99	\$15.54	\$29.97		\$55.50	\$55.50				
4/6/2016	\$13.32	\$20.72	\$39.96		\$74.00	\$74.00				
4/7/2016	\$13.32	ComDev	\$39.96		\$53.28	\$53.28				
4/8/2016	\$9.99	\$20.72	\$29.97		\$60.68	\$60.68				
4/9/2016	\$9.99	\$15.54	\$29.97		\$55.50	\$55.50				

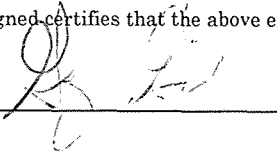
MISCELLANEOUS

Date	Explanation	Amount	MUSL							
4/2/2016	Travel agent fee	\$11.79	\$11.79							
4/2-9/2016	Mileage: personal residence/airport/personal residence (37.5@.54 per mile)	\$20.25	\$20.25							
04/2-9/2016	Taxi: NY Airport/hotel/NY Airport	\$122.00	\$122.00							
4/2/2016	Baggage fee	\$35.00	\$35.00							
4/9/2016	Baggage fee	\$35.00	\$35.00							
04/5-9/2016	Airport parking (April 5-9 only)	\$52.50	\$52.50							
			\$0.00							
			\$0.00							
			\$0.00							
			\$0.00							
Totals		\$1,322.70	\$1,322.70	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,322.70

The undersigned certifies that the above expenses are qualified business expenses.

Total Due Claimant: \$1,322.70

Signature



4-18-16

MUSL EXPENSE CLAIM FORM

TRAVEL VOUCHER / FORM

1. Archive reference number <i>10297</i>		2. Agency number 362		3. Agency Name Texas Lottery Commission			4. Current document number <i>11602849</i>	
5. Effective date (Agency use)		6. Doc date (First date of travel) <i>04-19-16</i>		7. DOC agency 362	8. FY 2016	9. Document amount \$292.05		
10. Pay to: Gary N. Grief Austin, TX				PAID PAYMENT # 1087067 APR 29 2016		11. Title Executive Director		
13. Texas identification number 70025262448PR1				14. I am an "appointed officer" and certify that all documentation required to be filed with the Texas Ethics Commission has been filed. sign here DIRECT DEPOSIT / WARRANT				
12. Designated headquarters Austin, TX								

15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
001	13009	225	5025	25009	2016	7104	237.50
INVOICE NUMBER		PMT DUE DATE		AGENCY USE			
		<i>5-25-16</i>		00100-Executive			
AGENCY USE							

15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
002	13009	225	5025	25009	2016	7105	45.61
INVOICE NUMBER		PMT DUE DATE		AGENCY USE			
AGENCY USE							

15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
003	13009	225	5025	25009	2016	7135	8.94
INVOICE NUMBER		PMT DUE DATE		AGENCY USE			
AGENCY USE							

16. Service date (Last date of travel) <i>04-20-16</i>	17. Description (Agency use only) All travel conducted for official Texas Lottery business.
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18. DISTRIBUTION							AMOUNT	
Expense itemization for in-state travel:								
Fares, Public transportation	Taxi	Air Fare	Rental Car	81.59-CBA			0.00	
Personal car mileage	Miles @ (Rate set by Legislature)			0.54			0.00	
Meals and / or lodging							237.50	
Parking							0.00	
Incidental expenses (itemize)	Hotel Occupancy Tax: Regular						8.94	
Hotel city taxes (\$13.41); Hotel municipal fee (\$1.90); Gas for rental car (\$30.30)							45.61	
Expense itemization for out-of-state travel:								
Fares, Public transportation	Taxi	Air Fare	Rental Car				0.00	
Personal car mileage	0.00	Miles @ (Rate set by Legislature)			0			0.00
Meals and / or lodging							0.00	
Parking							0.00	
Incidental expenses (Itemize)							0.00	
TOTAL							\$292.05	

19. I certify that the expense account shown above is true, correct, and unpaid.

Claimant <i>[Signature]</i>	Date	Supervisor <i>[Signature]</i>	Date <i>4/25/16</i>
20. Contact name <i>4-27-16</i> Susan Pogue	Phone (Area code and number) 512-344-5256		21. Agency use
Agency sign here <i>[Signature]</i>	Title	Date <i>4/27/16</i>	
22. Approval Agency sign here <i>Kathy Pyka</i>	Title	Date <i>4/27/16</i>	

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.							
04-19-16	8	30	a								59.00	149.00	208.00	
				04-20-16	12	30	p				29.50		29.50	
TOTAL MEALS NON OVERNIGHT								j.	TOTAL MEALS & LODGING		k.	TOTAL ACTUAL EXPENSE		l. 237.50

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	Mileage Point to Point
04-19-16	Employee was provided courtesy ride to Enterprise Rental Car to pick up rental car From Austin, Texas to Arlington, Texas via rental car to attend the Texas Rangers/Houston Astros instant ticket media event. (Lottery employee, Dale Bowersock also rode with Mr. Grief). Attended the Texas Rangers/Houston Astros instant ticket media event and overnighted.	
04-20-16	From Arlington, Texas to Austin, Texas via rental car Returned rental car and was provided a courtesy ride back to Lottery headquarters.	
✓ Employee work hours: M-F; 8a-5p; CBA - Central Billing Account. All of the above travel was official Lottery business related to regulation as mandated by the Texas Lottery Commission. Mileage obtained by MapQuest.		
*Show point-to-point breakdown, including intra-city mileage claims		Total:



INTEROFFICE MEMO

Gary Grief, Executive Director

Alfonso D. Royal III, Charitable Bingo Operations Director

To: Travel Coordinator

From: Gary Grief

Date: April 18, 2016

Re: Travel Request

TRAVELER: Gary Grief

DESTINATION: Arlington, TX

DATES OF TRAVEL: April 19-20, 2016

MODE OF TRAVEL: Rental Car (Dale Bowersock will ride with Mr. Grief)

PURPOSE OF TRAVEL & EXPECTED BENEFITS:

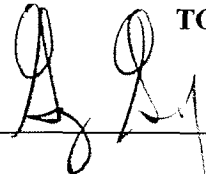
(Note: Do not use acronyms or initials, purpose should clearly denote benefit to agency)

To attend a media event promoting the launch of the Texas Rangers and Houston Astros instant ticket.

***ESTIMATED COSTS:**

Mileage:	\$20.00
Lodging and hotel taxes:	\$171.35 (\$149 rm rate+\$22.35 taxes)
Meals:	\$88.50
Rental Car	\$94.28
Airfare:	\$
Incidentals (travel agent fee; parking; taxi):	\$36.72

TOTAL: \$410.85

EMPLOYEE:  DATE: 4/17/16

MANAGER: _____ DATE: _____

DIRECTOR: _____ DATE: _____

CONTROLLER: _____ DATE: _____
(signature required for out-of-state travel only)

EXECUTIVE DIRECTOR: _____ DATE: _____
(signature required for out-of-state travel only)

VEL VOUCHER / FORM

SUPPLEMENTAL VOUCHER

1. Archive reference number 10358		2. Agency number 362		3. Agency Name Texas Lottery Commission			4. Current document number 11602968	
5. Effective date (Agency use)		6. Doc date (First date of travel) 04-02-16		7. DOC agency 362	8. FY 2016	9. Document amount \$277.75		
10. Pay to: Gary Grief Austin, TX				11. Title Executive Director		12. Designated headquarters Austin, TX		
13. Texas identification number 70025262448PR1				14. I am an "appointed officer" and certify that all documentation required to be filed with the Texas Ethics Commission has been filed. sign here DIR. TEL. 5/11/16				

15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
001	13009	225	5025	25009	2016	7114	239.00
INVOICE NUMBER		PMT DUE DATE		AGENCY USE			
		6-8-16		00100 Executive			
AGENCY USE							

15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
002	13009	225	5025	25009	2016	7115	38.75
INVOICE NUMBER		PMT DUE DATE		AGENCY USE			
AGENCY USE							

15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
	13009	225	5025	25009	2016		
INVOICE NUMBER		PMT DUE DATE		AGENCY USE			
AGENCY USE							

16. Service date (Last date of travel) 04-09-16	17. Description (Agency use only) All travel conducted for official Texas Lottery business.
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18. DISTRIBUTION							AMOUNT
Expense itemization for in-state travel:							
Fares, Public transportation	Taxi		Air Fare		Rental Car		0.00
Personal car mileage	0.00	Miles @ (Rate set by Legislature)			0		0.00
Meals and / or lodging							
Parking							0.00
Incidental expenses (itemize)							
							0.00
Expense itemization for out-of-state travel:							
Fares, Public transportation	Taxi		Air Fare		Rental Car		0.00
Personal car mileage	0.00	Miles @ (Rate set by Legislature)			0.54		0.00
Meals and / or lodging							239.00
Parking							0.00
Incidental expenses (Itemize)							
Hotel taxes (\$38.75)							38.75
TOTAL							\$277.75

19. I certify that the expense account shown above is true, correct, and unpaid.

Claimant sign here Susan Pogue	Date 5/9/16	Supervisor sign here	Date
20. Contact name Susan Pogue	Phone (Area code and number) 512-344-5256	21. Agency use	
Agency sign here	Title	Date 5/11/16	
22. Approval sign here	Title	Date 5/11/16	

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.								
04-02-16	5	47	a	Personal	Time										
04-03-16				Personal	Time										
04-04-16				Personal	Time										
04-05-16															
04-06-16															
04-07-16															
04-08-16	-											239.00	239.00		
				04-09-16	6	04	p								
TOTAL MEALS NON OVERNIGHT								v.	TOTAL MEALS & LODGING			w.	TOTAL ACTUAL EXPENSE		x. 239.00

DATE	y. INFORMATION REQUIRED BY TEXTRAVEL AND OTHER PERTINENT INFORMATION	Mileage Point to Point
04-02-16	From personal residence to Austin Bergstrom International Airport (ABIA) via personal vehicle (outside normal works hours). From Austin, TX to New York, NY via commercial airline to attend the Public Gaming Research Institute (PGRI) Smart Tech Conference and Multistate Lottery Association (MUSL) meetings. Mr Grief was on personal time and expense from April 2 thru April 4. Mr Grief's business itinerary began April 5.	
04-05-16 thru 04-08-16	Attended MUSL meetings and the PGRI Conference.	
04-09-16	From New York, NY to Austin, TX via commercial airline. From ABIA to personal residence via personal vehicle (outside normal work hours). Hotel was not direct billed to PGRI Conference as indicated on original travel voucher Hotel for nights of April 5, 6 and 7 were direct billed to MUSL. Hotel for night of April 8 has been corrected and billed to Mr Grief. See attached hotel receipt for April 8 lodging expense. Employee work hours: M-F; 8a-5p; CBA - Central Billing Account. All of the above travel was official Lottery business related to regulation as mandated by the Texas *Show point-to-point breakdown, including intra-city mileage claims	
Total:		



INTEROFFICE MEMO

Gary Grief, Executive Director

Alfonso D. Royal III, Charitable Bingo Operations Director

To: Travel Coordinator

From: Gary Grief

Date: February 24, 2016

Re: Travel Request

TRAVELER: Gary Grief

DESTINATION: New York, NY

DATES OF TRAVEL: April 2-9, 2016

MODE OF TRAVEL: Commercial Airline

PURPOSE OF TRAVEL & EXPECTED BENEFITS:

(Note: Do not use acronyms or initials, purpose should clearly denote benefit to agency)

Mr. Grief will travel to New York, NY to attend the Public Gaming Research Institute (PGRI) Smart Tech Conference and participate in related lottery industry discussions. Mr. Grief will travel to New York, NY on April 2 and remain there through April 4 on personal time and expense. He will begin his business day at state expense on April 5 as this would have been his normal business day of travel to attend the Conference.

ESTIMATED COSTS

Mileage	\$25.00
Airfare	\$747.20 (refundable)
Lodging and hotel taxes	\$1,188.80 (room rates vary; see attached confirmation)
Meals	\$370.00 (5 days)
Incidentals (parking, taxi, travel agent fee)	\$200.00
TOTAL	\$2,531.00 ✓

*Actual lodging expense and Group Program Exception for room rate

EMPLOYEE: *[Signature]* DATE: 2/24/16
 MANAGER: _____ DATE: _____

DIRECTOR: _____ DATE: _____

CONTROLLER: *Kathy P...* DATE: 2/24/16
 (signature required for out-of-state travel only)

EXECUTIVE DIRECTOR: *[Signature]* DATE: 2/24/16
 (signature required for out-of-state travel only)

5/6/16. Corrected to reflect reimbursement for 4/5-8/16 only.

Name and Mailing Address for Payment:

Texas Lottery Commission
 PO Box 16630
 Austin, Texas 78761-6630

TRAVEL

Departure	Return	Destination/Purpose	Flight Total	MUSL						
4/2/2016	4/9/2016	NYC - PGRI (HL, ComDev, ComLegal, ComMP)	\$747.20	\$747.20						

For per diem M&IE rates see <http://www.gsa.gov>. For U.S. cities not listed, the current M&IE rate is \$39. First & Last day of Travel is limited to 75% of total day
 Rate for NYC = \$74 - Exclude MUSL-provided meals using the following breakdown Brkfst - 18%; Lunch 28%; Dinner 54%

LODGING

End Date	Lodging Description	Invoice	Less Food	Lodging Net	MUSL					
4/8/2016	Direct Bill - MUSL			\$0.00	\$0.00					

MEALS

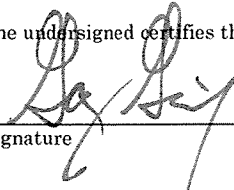
	Brkfst	Lunch	Dinner	Dir's Dinner	Per Diem	MUSL				
4/5/2016	\$9.99	\$15.54	\$29.97		\$55.50	\$55.50				
4/6/2016	\$13.32	\$20.72	\$39.96		\$74.00	\$74.00				
4/7/2016	\$13.32	ComDev	\$39.96		\$53.28	\$53.28				
4/8/2016	\$9.99	\$15.54	\$29.97		\$55.50	\$55.50				

MISCELLANEOUS

Date	Explanation	Amount	MUSL							
4/2/2016	Travel agent fee	\$11.79	\$11.79							
4/2-9/2016	Mileage: personal residence/airport/personal residence (37.5@.54 per mile)	\$20.25	\$20.25							
04/2-9/2016	Taxi: NY Airport/hotel/NY Airport	\$122.00	\$122.00							
4/2/2016	Baggage fee	\$35.00	\$35.00							
4/9/2016	Baggage fee	\$35.00	\$35.00							
4/8/2016	Airport parking (April 5-8 only)	\$42.00	\$42.00							
			\$0.00							
			\$0.00							
			\$0.00							
			\$0.00							
Totals			\$1,251.52	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,251.52

The undersigned certifies that the above expenses are qualified business expenses.

Total Due Claimant: \$1,251.52


 Signature

5-9-16

MUSL EXPENSE CLAIM FORM

TRAVEL VOUCHER / FORM

1. Archive reference number 10380		2. Agency number 362		3. Agency Name Texas Lottery Commission			4. Current document number 11603096	
5. Effective date (Agency use)		6. Doc date (First date of travel) 05-03-16		7. DOC agency 362	8. FY 2016	9. Document amount \$1,553.68		
10. Pay to: Gary Grief Austin, TX				11. Title Executive Director		12. Designated headquarters Austin, TX		
13. Texas identification number 70025262448PR1				14. I am an "appointed officer" and certify that all documentation required to be filed with the Texas Ethics Commission has been filed. sign here DIRECT DEPOSIT / WARRANT				

15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
001	13009	225	5025	25009	2016	7111	154.00
INVOICE NUMBER		PMT DUE DATE 6-11-16		AGENCY USE 00100 Executive			
AGENCY USE							

15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
002	13009	225	5025	25009	2016	7112	20.25
INVOICE NUMBER		PMT DUE DATE		AGENCY USE			
AGENCY USE							

15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
003	13009	225	5025	25009	2016	7114	1,203.00
INVOICE NUMBER		PMT DUE DATE		AGENCY USE			
AGENCY USE							

16. Service date (Last date of travel) 05-06-16	17. Description (Agency use only) All travel conducted for official Texas Lottery business.
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18. DISTRIBUTION							AMOUNT
Expense itemization for in-state travel:							
Fares, Public transportation	Taxi		Air Fare		Rental Car		0.00
Personal car mileage	0.00	Miles @ (Rate set by Legislature)			0		0.00
Meals and / or lodging							
Parking							0.00
Incidental expenses (itemize)							
							0.00
Expense itemization for out-of-state travel:							
Fares, Public transportation	Taxi	154.00	Air Fare	747.20-CBA	Rental Car		154.00
Personal car mileage	37.50	Miles @ (Rate set by Legislature)			0.54		20.25
Meals and / or lodging							1,203.00
Parking	Airport						42.00
Incidental expenses (Itemize)							
Travel agent fee (11.79)-CBA; Hotel taxes (\$134.43)							134.43
TOTAL							\$1,553.68

19. I certify that the expense account shown above is true, correct, and unpaid.

Claimant sign here <i>[Signature]</i>	Date 5/12/16	Supervisor sign here <i>[Signature]</i>	Date
20. Contact name Susan Pogue		21. Agency use 512-344-5256	
22. Approval sign here <i>[Signature]</i>		Title	Date 5/16/16
22. Approval sign here <i>[Signature]</i>		Title	Date 5/16/16



1. Doc agency	2. Current document number
362	

TRAVEL VOUCHER / FORM CONTINUATION

15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
004	13009	225	5025	25009	2016	7115	176.43
	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.							
05-03-16	7	30	a									69.00	309.00	378.00
05-04-16												69.00	309.00	378.00
05-05-16												69.00	309.00	378.00
				05-06-16	7	57	p					69.00		69.00
TOTAL MEALS NON OVERNIGHT								v.	TOTAL MEALS & LODGING		w.	TOTAL ACTUAL EXPENSE		x. 1,203.00

DATE	y. INFORMATION REQUIRED BY TEXTRAVEL AND OTHER PERTINENT INFORMATION	Mileage Point to Point
05-03-16	From personal residence to Austin Bergstrom International Airport (ABIA) via personal vehicle (outside normal works hours). From Austin, TX to Washington, DC via commercial airline to attend the La Fleur's Symposium.	19.00
05-03-16 thru 05-06-16	Attended the La Fleur's Symposium.	
05-06-16	From Washington, DC to Austin, TX via commercial airline. From ABIA to personal residence via personal vehicle (outside normal work hours). Taxis - Airport/hotel/airport - receipts attached	18.50
Employee work hours: M-F; 8a-5p; CBA - Central Billing Account. All of the above travel was official Lottery business related to regulation as mandated by the Texas Lottery Commission. Mileage obtained by MapQuest.		
*Show point-to-point breakdown, including intra-city mileage claims		Total: 37.50



INTEROFFICE MEMO

Gary Grief, Executive Director

Alfonso D. Royal III, Charitable Bingo Operations Director

To: Travel Coordinator

From: Gary Grief

Date: February 25, 2016

Re: Travel Request

TRAVELER: Gary Grief

DESTINATION: Washington, DC

DATES OF TRAVEL: May 3-6, 2016

MODE OF TRAVEL: Commercial Airline

PURPOSE OF TRAVEL & EXPECTED BENEFITS:

(Note: Do not use acronyms or initials, purpose should clearly denote benefit to agency)

To attend La Fleur's Symposium and participate in related lottery industry presentations and discussions.

ESTIMATED COSTS:

Mileage:	\$25.00
Lodging:	*\$930.00 (plus taxes)
Meals:	\$276.00
Airfare:	\$435.70 (Refundable)
Taxi/Shuttle:	\$100.00
Incidentals:	\$100.00 (travel agent fee; airport parking)
Registration Fees:	Waived
TOTAL:	\$1,866.70

*Actual lodging expense and Group Program Exception for room rate

EMPLOYEE: [Signature] DATE: 2/25/16

MANAGER: _____ DATE: _____

DIRECTOR: _____ DATE: _____

CONTROLLER: Kathy Ryan DATE: 2/26/16
(signature required for out-of-state travel only)

EXECUTIVE DIRECTOR: [Signature] DATE: 2/26/16
(signature required for out-of-state travel only)

TRAVEL VOUCHER / FORM

1. Archive reference number 10531		2. Agency number 362		3. Agency Name Texas Lottery Commission				4. Current document number 11603729	
5. Effective date (Agency use)		6. Doc date (First date of travel) 06-12-16		7. DOC agency 362		8. FY 2016		9. Document amount \$616.26	
10. Pay to: Gary Grief Austin, TX				11. Title Executive Director			12. Designated headquarters Austin, TX		
13. Texas identification number 70025262448PR1				14. I am an "appointed officer" and certify that all documentation required to be filed with the Texas Ethics Commission has been filed. sign here DIRECT DEPOSIT / WARRANT					

15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
001	13009	225	5025	25009	2016	7111	119.00
INVOICE NUMBER		PMT DUE DATE 8-6-16		AGENCY USE 00100			
AGENCY USE							

15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
002	13009	225	5025	25009	2016	7112	14.26
INVOICE NUMBER		PMT DUE DATE		AGENCY USE			
AGENCY USE							

15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
003	13009	225	5025	25009	2016	7114	310.50
INVOICE NUMBER		PMT DUE DATE		AGENCY USE			
AGENCY USE							

16. Service date (Last date of travel) 06-16-16		17. Description (Agency use only) All travel conducted for official Texas Lottery business.	
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18. DISTRIBUTION							AMOUNT
Expense itemization for in-state travel:							
Fares, Public transportation	Taxi		Air Fare		Rental Car		0.00
Personal car mileage	0.00	Miles @ (Rate set by Legislature)			0.54		0.00
Meals and / or lodging							0.00
Parking							0.00
Incidental expenses (itemize)							0.00
							0.00
Expense itemization for out-of-state travel:							
Fares, Public transportation	Taxi	119.00	Air Fare	1031.20-CBA	Rental Car		119.00
Personal car mileage	26.40	Miles @ (Rate set by Legislature)			0.54		14.26
Meals and / or lodging							310.50
Parking							Airport (5 days @\$10.50) 52.50
Incidental expenses (Itemize)							
Travel agent fee (\$5.00-CBA); Baggage fees (\$120.00)							120.00
TOTAL							\$616.26

19. I certify that the expense account shown above is true, correct, and unpaid.

Claimant sign here		Date 7-8-16	Supervisor sign here		Date
20. Contact name Susan Pogue			Phone (Area code and number) 512-344-5256		21. Agency use
Agency sign here			Title		Date
22. Approval sign here			Title		Date 7/11/16



1. Doc agency	2. Current document number
362	11603729

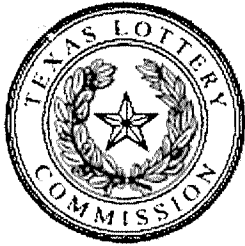
TRAVEL VOUCHER / FORM CONTINUATION

15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
004	13009	225	5025	25009	2016	7115	172.50
	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. ACTUAL EXPENSE			
Date	Hour	Min.	m.	Date	Hour	Min.	m.					Meals	Lodging	TOTAL	
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. ACTUAL EXPENSE			
Date	Hour	Min.	m.	Date	Hour	Min.	m.					Meals	Lodging	TOTAL	
06-12-16	11	59	a									69.00		69.00	
06-13-16												69.00		69.00	
06-14-16												69.00		69.00	
06-15-16												69.00		69.00	
				06-16-16	5	33	p					34.50		34.50	
TOTAL MEALS NON OVERNIGHT								v.	TOTAL MEALS & LODGING			w.	TOTAL ACTUAL EXPENSE		x. 310.50

DATE	y. INFORMATION REQUIRED BY TEXTRAVEL AND OTHER PERTINENT INFORMATION	Mileage Point to Point
06-12-16	From personal residence to Austin Bergstrom International Airport (ABIA) via personal vehicle (during normal work hours; only claiming mileage from Lottery headquarters to ABIA). From ABIA to Cleveland, Ohio via commercial airline to attend the North American Association of State and Provincial Lotteries (NASPL) Spring Directors' Meeting and Multistate Lottery Association (MUSL) Meeting.	7.90
06-13-16 thru 06-15-16	Attended the NASPL Spring Directors' Meeting and MUSL Meetings.	18.50
06-16-16	From Cleveland, Ohio to Austin, TX via commercial airline. From ABIA to personal residence via personal vehicle (outside normal work hours).	
	Hotel direct billed to MUSL.	
	Employee work hours: M-F; 8a-5p; CBA - Central Billing Account.	
	All of the above travel was official Lottery business related to regulation as mandated by the Texas Lottery Commission. Mileage obtained by MapQuest.	
*Show point-to-point breakdown, including intra-city mileage claims		Total: 26.40



INTEROFFICE MEMO

Gary Grief, Executive Director

Alfonso D. Royal III, Charitable Bingo Operations Director

To: Travel Coordinator

From: Gary Grief

Date: May 18, 2016

Re: Travel Request

TX LOTTERY
TRAVEL
2016 MAY 18 AM 10
OFFICE OF THE
CONTROLLER

TRAVELER: Gary Grief

DESTINATION: Cleveland, OH

DATES OF TRAVEL: June 12-16, 2016

MODE OF TRAVEL: Commercial Airline

PURPOSE OF TRAVEL & EXPECTED BENEFITS:

(Note: Do not use acronyms or initials, purpose should clearly denote benefit to agency)

To attend the North American Association of State and Provincial Lotteries (NASPL) Spring Directors' Meeting and Multistate Lottery Association (MUSL) meetings.

***ESTIMATED COSTS:**

Mileage:	\$20.00
Lodging and hotel taxes:	Direct bill to MUSL
Meals:	\$310.50
Airfare:	\$1,031.20 (refundable fare-using Delta credit of \$862)
Incidentals:	\$100.00 (travel agent fee, airport parking; taxi)
Registration Fees:	

TOTAL: \$1,461.70

*Travel expenses are reimbursable by MUSL

EMPLOYEE: [Signature] DATE: 5/17/16

MANAGER: _____ DATE: _____

DIRECTOR: _____ DATE: _____

CONTROLLER: [Signature] DATE: 5/18/16
(signature required for out-of-state travel only)

EXECUTIVE DIRECTOR: [Signature] DATE: 5/18/16
(signature required for out-of-state travel only)

Name and Mailing Address for Payment:

Texas Lottery Commission
 PO Box 16630
 Austin, Texas 78761-6630

TRAVEL

Departure	Return	Destination/Purpose	Flight Total	MUSL	PB
6/12/2016	6/16/2016	Cleveland OH - MUSL Board & Powerball Meeting	\$1,031.20	\$515.60	\$515.60

For per diem M&IE rates see <http://www.gsa.gov>. For U.S. cities not listed, the current M&IE rate is \$39. First & Last day of Travel is limited to 75% of total day.
 Rate for Cleveland = \$69 - Exclude MUSL-provided meals using the following breakdown Brkfst - 18%; Lunch - 28%; Dinner 54%.

LODGING

End Date	Lodging Description	Invoice	Less Food	Lodging Net	MUSL	PB
6/16/2016	Direct Bill to MUSL			\$0.00	\$0.00	\$0.00

MEALS

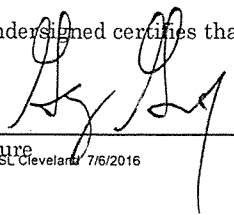
	Brkfst	Lunch	Dinner	Dir's Dinne	Per Diem	MUSL	PB
6/12/2016	\$9.32	\$14.49	\$27.95		\$51.75	\$25.88	\$25.88
6/13/2016	\$12.42	\$19.32	MUSL		\$31.74	\$15.87	\$15.87
6/14/2016	MUSL	MUSL	MUSL		\$0.00	\$0.00	\$0.00
6/15/2016	MUSL	MUSL	MUSL		\$0.00	\$0.00	\$0.00
6/16/2016	\$9.32	\$14.49	\$27.95		\$51.75	\$25.88	\$25.88

MISCELLANEOUS

Date	Explanation	Amount	MUSL	PB
6/16/2016	Travel Agent fee	\$5.00	\$2.50	\$2.50
6/12/2016	Taxi from airport to hotel; hotel to airport	\$119.00	\$59.50	\$59.50
6/12/2016	Mileage from Lottery HQ to airport; airport to personal residence (26.4 mi @ .54)	\$14.26	\$7.13	\$7.13
6/16/2016	Baggage fees	\$120.00	\$60.00	\$60.00
6/6/2016	Airport parking	\$52.50	\$26.25	\$26.25
			\$0.00	\$0.00
			\$0.00	\$0.00
			\$0.00	\$0.00
			\$0.00	\$0.00
			\$0.00	\$0.00
Totals		\$1,477.20	\$738.60	\$738.60

The undersigned certifies that the above expenses are qualified business expenses.

\$1,477.20


 Signature
MUSL Cleveland 7/6/2016

7-6-16

TRAVEL VOUCHER / FORM

1. Archive reference number 10579	2. Agency number 362	3. Agency name Texas Lottery Commission				4. Current document number 11603943
5. Effective date (Agency use)		6. Doc date (First date of travel) 06/28/16	7. Doc agency 362	8. FY 16	9. Document amount \$ 1,252.13	
10. Pay to: Gary N. Grief Austin, TX				11. Title Executive Director		
				12 Designated headquarters Austin, TX		
13. Texas Identification number 70025262448PRI -			14. AGENCY USE PAID PA 7 7 3199434 JUL 28 2016 DIRECTOR			

15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
	13009	225	5025	25009	16	7111	\$ 77.00
INVOICE NUMBER		PMT DUE DATE 8-25-16		AGENCY USE 00100 Executive			
AGENCY USE							

15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
	13009	225	5025	25009	16	7112	\$ 20.25
INVOICE NUMBER		PMT DUE DATE		AGENCY USE			
AGENCY USE							

15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
	13009	225	5025	25009	16	7114	\$ 933.18
INVOICE NUMBER		PMT DUE DATE		AGENCY USE			
AGENCY USE							

16. Service date (Last date of travel) 7/1/16	17. Description (Agency use only) All travel conducted for official Texas Lottery business.			
18. DISTRIBUTION				
Expense itemization for in-state travel:				
Fares, Public transportation	Taxi	Air fare	Rental car	AMOUNT
Personal car mileage-This amount comes from the totals in Y for In-State Mileage Total	Miles @ (Rate set by Legislature)		.54	\$ 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	AMOUNT
Personal car mileage-This amount comes from the totals in Y for Out-of-State Mileage Total	Miles @ (Rate set by Legislature)		.54	\$ 20.25
Meals and / or lodging-This amount comes from the totals in V+W (or X, if applicable) fields				
Parking	Description: Airport 4 days @ \$10.50			
Incidental expenses (Itemize) Travel agent fee-\$19.99 (CBA); Hotel taxes-\$87.69; bag fees-\$72.53; foreign transaction fees-\$19.48				\$ 179.70
TOTAL				\$ 1,252.13

19. I certify that the expense account shown above is true, correct, and unpaid.

sign here Claimant Gary N. Grief	Date 7/26/16	sign here Supervisor Kathryn Pyka	Date 7/20/16
20. Contact name Grief 7-26-16		Phone (Area code and number)	21. Agency use
22. Agency Approval sign here Grief		Title	Date 7/26/16
Agency Approval sign here Kathryn Pyka		Title	Date 7/20/16

1. Doc agency 362	2. Current document number
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TRAVEL VOUCHER / FORM CONTINUATION

15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
	13009	225	5025	25009	16	7115 ✓	\$ 221.70
	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.								
06/28/16	6	00	a									\$ 108.00	\$ 167.06	\$ 275.06	
06/29/16												\$ 108.00	\$ 167.06	\$ 275.06	
06/30/16												\$ 108.00	\$ 167.06	\$ 275.06	
				07/01/16	9	04	p					\$ 108.00		\$ 108.00	
TOTAL MEALS NON OVERNIGHT								V.	TOTAL MEALS & LODGING			W.	TOTAL ACTUAL EXPENSE		X. \$ 933.18

DATE	Y. INFORMATION REQUIRED BY TEXTRAVEL AND OTHER PERTINENT INFORMATION	TYPE (I or O)	MILEAGE POINT TO POINT*
06/28/16	From personal residence to Austin Bergstrom International Airport (ABIA) via personal vehicle (outside normal work hours). From Austin, TX to Vancouver, BC-Canada via commercial airline to attend the La Fleur's Global Forum. Taxi from airport to hotel.	O	19
06/28/16	6/28/16 thru 6/30/16 - Attended the La Fleur's Global Forum.		
07/01/16	From Vancouver, BC-Canada to Austin, TX via commercial airline. (Flight times and numbers changed from what they were at original time of booking to actual travel as noted). From ABIA to personal residence via personal vehicle (outside normal work hours). Taxi from hotel to airport.	O	18.5
	See credit card statement for 3% foreign transaction fees receipt (\$19.48). Hotel and American Airline bag fee receipt is shown in Canadian currency (CAD). Used .777 for conversion of CAD charges to US Dollar.		

* Show point-to-point breakdown, including intra-city mileage claims

IN-STATE MILEAGE TOTAL	I	OUT-OF-STATE MILEAGE TOTAL	O	37.5
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Use additional form or a "CONTINUATION SHEET," if additional space is needed.



INTEROFFICE MEMO

Gary Grief, Executive Director

Alfonso D. Royal III, Charitable Bingo Operations Director

To: Travel Coordinator

From: Gary Grief

Date: March 30, 2016

Re: Travel Request

TRAVELER: Gary Grief

DESTINATION: Vancouver, BC Canada

DATES OF TRAVEL: June 28-July 1, 2016

MODE OF TRAVEL: Commercial Airline

PURPOSE OF TRAVEL & EXPECTED BENEFITS:

(Note: Do not use acronyms or initials, purpose should clearly denote benefit to agency)

To attend La Fleur's Global Lottery Forum and participate in related lottery industry presentations and discussions.

ESTIMATED COSTS:

Mileage:	\$25.00
Lodging:	*\$575.00 (\$215CAD=\$166/night+taxes)
Meals:	\$432.00
Airfare:	\$811.51 (Non-Refundable)
Taxi/Shuttle:	\$100.00
Incidentals:	\$100.00 (travel agent fee; airport parking)
Registration Fees:	Waived

TOTAL: \$2,043.1051

2016 MAR 30 AM 11:01
 OFFICE OF THE
 CONTROLLER
 TRAVEL

*Actual lodging expense and Group Program Exception for room rate

EMPLOYEE: [Signature] DATE: 3/31/16

MANAGER: _____ DATE: _____

DIRECTOR: _____ DATE: _____

CONTROLLER: Kathy Lynn DATE: 3/31/16
 (signature required for out-of-state travel only)

EXECUTIVE DIRECTOR: [Signature] DATE: 3/31/16
 (signature required for out-of-state travel only)

3/20/16 [Signature]

TRAVEL VOUCHER / FORM

1. Archive reference number 10641	2. Agency number 362	3. Agency name Texas Lottery Commission				4. Current document number 11604213
5. Effective date (Agency use)		6. Doc date (First date of travel) 08/01/16	7. Doc agency 362	8. FY 16	9. Document amount \$ 434.75	
10. Pay to: Gary N. Grief Austin, TX				PAID PAYMENT # 3886423 AUG 23 2016		11. Title Executive Director
13. Texas Identification number 70025262448PRI - ✓				14. AGENCY USE DIRECT DEPOSIT / WARRANT		
12. Designated headquarters Austin, TX						

15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
	13009 -	225 -	5025 -	25009 -	16 -	7111 -	\$ 92.00
INVOICE NUMBER		PMT DUE DATE		AGENCY USE			
		9-15-16		00100 Executive			
AGENCY USE							

15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
	13009	225	5025	25009	16	7112 -	-\$ 20.25
INVOICE NUMBER		PMT DUE DATE		AGENCY USE			
AGENCY USE							

15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
	13009	225	5025	25009	16	7114	\$ 270.00
INVOICE NUMBER		PMT DUE DATE		AGENCY USE			
AGENCY USE							

16. Service date (Last date of travel) 8/5/16	17. Description (Agency use only) All travel conducted for official Texas Lottery business.
18. DISTRIBUTION	
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) .54
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	37.5 Miles @ (Rate set by Legislature) .54
Meals and / or lodging - This amount comes from the totals in V+W (or X, if applicable) fields	
Parking Description: Airport 5 days @ \$10.50	
Incidental expenses (Itemize) Travel agent fee-\$11.79 (CBA)	
TOTAL	
\$ 434.75	

19. I certify that the expense account shown above is true, correct, and unpaid.

sign here ▶ Claimant <i>[Signature]</i>	Date	sign here ▶ Supervisor <i>[Signature]</i>	Date 8/16/16
20. Contact name 3-Pozor 8-19-16		21. Agency use	
22. Agency Approval sign here ▶ <i>[Signature]</i>		Title	Date 8/19/16
Agency Approval sign here ▶ <i>[Signature]</i>		Title	Date 8/22/16

1. Doc agency 362	2. Current document number
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TRAVEL VOUCHER / FORM CONTINUATION

15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
	13009	225	5025	25009	16	7115	\$ 52.50
	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						

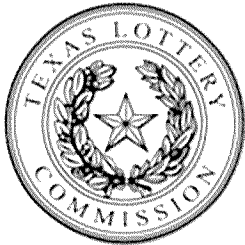
IN-STATE MEALS AND LODGING												ACTUAL EXPENSE			
A Leave Headquarters				B Arrive Headquarters				C Meals non-overnight not to exceed \$36	D Meals not to exceed Maximum Rate	E Lodging not to exceed Maximum Rate	F TOTAL	G Meals	H Lodging	I TOTAL	
Date	Hour	Min.	m.	Date	Hour	Min.	m.								
TOTAL 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.								
08/01/16	7	30	a									\$ 54.00		\$ 54.00	
08/02/16												\$ 54.00		\$ 54.00	
08/03/16												\$ 54.00		\$ 54.00	
08/04/16												\$ 54.00		\$ 54.00	
				08/05/16	6	45	p					\$ 54.00		\$ 54.00	
TOTAL MEALS NON OVERNIGHT								V	TOTAL MEALS & LODGING			W	TOTAL ACTUAL EXPENSE		X \$ 270.00

DATE	Y. INFORMATION REQUIRED BY TEXTRAVEL AND OTHER PERTINENT INFORMATION	TYPE (I or O)	MILEAGE POINT TO POINT*
08/01/16	From personal residence to Austin Bergstrom International Airport (ABIA) via personal vehicle (outside normal work hours). From Austin, TX to Pittsburgh, PA via commercial airline to attend the North American Association of State and Provincial Lotteries (NASPL) Professional Development Conference. Taxi from airport to hotel.	O	19
08/01/16	8/1/16 thru 8/4/16 - Attended the NASPL Professional Development Conference.		
08/05/16	From Pittsburgh, PA to Austin, TX via commercial airline. (Connecting flight was delayed due to mechanical issues. Employee arrived Austin, TX at 6:45p). From ABIA to personal residence via personal vehicle (outside normal work hours). Taxi from hotel to airport.	O	18.5
	Employee work hours: M-F, 8a-5p; CBA-Central Billing Account. All of the above travel was official Lottery business related to regulation as mandated by the Texas Lottery Commission. Mileage obtained by Mapquest. Airfare and lodging - CBA.		

* Show point-to-point breakdown including intra-city mileage claims

IN-STATE MILEAGE TOTAL	I	OUT-OF-STATE MILEAGE TOTAL	O	37.5
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INTEROFFICE MEMO

Gary Grief, Executive Director

Alfonso D. Royal III, Charitable Bingo Operations Director

To: Susan Pogue
Travel Coordinator

From: Gary Grief

Date: June 23, 2016

Re: Travel Request

2016 JUN 23 PM 1:11
OFFICE
CONTROLLER

TRAVELER: Gary Grief
DESTINATION: Pittsburgh, PA
DATES OF TRAVEL: 8/1/16 – 8/5/16
MODE OF TRAVEL: Commercial Airlines

PURPOSE OF TRAVEL & EXPECTED BENEFITS: To attend the North American Association of State and Provincial Lotteries (NASPL) Professional Development Seminar in Pittsburgh, PA to keep abreast of industry marketing trends, new products, legal and financial activity. As chair of the NASPL Accounting subcommittee, Mr. Grief will facilitate the Accounting subcommittee agenda and related presentations.

*ESTIMATED COSTS:

Registration	Waived
Airfare	\$1034.20 (fully refundable)
Processing Fee	\$11.79
Lodging	\$719.96 (\$158 x 4 nights + tax)
Meals	\$270.00 (\$54 x 5 days)
Mileage	\$20.00
Incidentals	\$150.00 (airport parking; taxi)
TOTAL:	\$2205.95

*NASPL is responsible for travel expenses for Committee Chairs, therefore these travel expenses will be reimbursable by NASPL.

EMPLOYEE: [Signature] DATE: 6/23/16

MANAGER: _____ DATE: _____

DIRECTOR: _____ DATE: _____

CONTROLLER: [Signature] DATE: 6.23.16
(signature required for out-of-state travel only)

EXECUTIVE DIRECTOR: [Signature] DATE: 6-24-16
(signature required for out-of-state travel only)

NASPL EXPENSE CLAIM FORM

Name and Mailing Address for Payment:

Texas Lottery Commission
 PO Box 16630
 Austin, TX 78761-6630

TRAVEL EXPENSES

Departure	Return	Destination/Purpose	Amount
8/1/2016	8/5/2016	Pittsburgh, PA - NASPL Professional Development Seminar	
		Airfare	\$1,014.20
		Mileage - Personal residence to Austin Bergstrom Intl Airport (19); Austin Bergstrom Intl Airport to personal residence (18.5) - see attached Mapquest calculations 37.5 total miles @ .54/mile= \$20.25	✓ \$20.25
Travel Expense Subtotal:			\$1,034.45

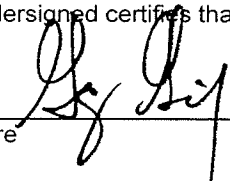
LODGING & MEAL EXPENSES

Date	Lodging Description	Lodging	Breakfast	Lunch	Dinner	Subtotal
8/1/2016			\$7.29	\$11.34	\$21.87	\$40.50
8/2/2016			\$0.00	\$0.00	\$29.16	\$29.16
8/3/2016			\$0.00	\$0.00	\$29.16	\$29.16
8/4/2016			\$0.00	\$0.00	\$29.16	\$29.16
8/5/2016			\$7.29	\$11.34	\$21.87	\$40.50
						\$168.48
Lodging and Meal Expense Subtotal:		\$0.00	\$14.58	\$22.68	\$131.22	\$168.48

MISCELLANEOUS EXPENSES

Date	Explanation	Amount
8/1/2016	Travel agent fee for airfare booking	\$11.79
8/1/2016	Taxi from airport/hotel/airport 8-1-16 and 8-5-16	✓ \$92.00
8/5/2016	Airport parking	✓ \$52.50
Miscellaneous Expense Subtotal:		\$US 156.29
Total Expenses		\$1,359.22
Less Any Cash Advance		\$0.00
Total Payment:		\$1,359.22

The undersigned certifies that the above expenses are qualified NASPL business expenses.



 Signature

8/16/16

 Date

 Approved

 Date

TRAVEL VOUCHER / FORM

1. Archive reference number 10668		2. Agency number 362		3. Agency name Texas Lottery Commission				4. Current document number 11604363	
5. Effective date (Agency use)		6. Doc date (First date of travel) 07/27/16		7. Doc agency 362		8. FY 16		9. Document amount \$ 30.74	
10. Pay to: Gary N. Grief Austin, TX						11. Title Executive Director			
						12 Designated headquarters Austin, TX			
13. Texas Identification number 70025262448PRI				14. AGENCY USE <i>PAID 3934052</i> <i>AUG 11 2016</i> <i>DRUG</i>					

15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
	13009	225	5025	25009	16	7102	\$ 20.24
INVOICE NUMBER		PMT DUE DATE		AGENCY USE			
		9-25-16		00100 Executive			
AGENCY USE							

15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
	13009	225	5025	25009	16	7105	\$ 10.50
INVOICE NUMBER		PMT DUE DATE		AGENCY USE			
AGENCY USE							

15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
	13009	225	5025	25009	16		
INVOICE NUMBER		PMT DUE DATE		AGENCY USE			
AGENCY USE							

16. Service date (Last date of travel) 7/27/16			17. Description (Agency use only) All travel conducted for official Texas Lottery business.				
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				37.480000	Miles @ (Rate set by Legislature)	.54	\$ 20.24
Meals and / or lodging-This amount comes from the totals in J+K (or L, if applicable) fields							
Hotel Occupancy Tax							
Parking	Description: Airport parking \$10.50 @ 1 day						\$ 10.50
Incidental expenses (Itemize) Travel Agent fee - \$11.79 (CBA)							
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)	.54	\$ 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							\$ 30.74

19. I certify that the expense account shown above is true, correct, and unpaid.

sign here	Claimant <i>[Signature]</i>	Date	sign here	Supervisor <i>[Signature]</i>	Date 8/26/16
20. Contact name S-Page 8-26-16			Phone (Area code and number)		21. Agency use
22. Agency Approval sign here <i>[Signature]</i>			Title		Date 8/26/16
Agency Approval sign here <i>Kathy Ryba</i>			Title		Date 8/29/16

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.								
07/27/16	6	00	a	07/27/16	7	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*
07/27/16	From personal residence to Austin Bergstrom International Airport (ABIA) via personal vehicle (outside normal work hours). Flight was delayed due to inclement weather. From Austin, TX to Dallas/Ft. Worth Airport. Mr. Grief's delayed arrival caused him to miss his connecting flight to Des Moines, Iowa. Mr. Grief's purpose was to conduct an organizational meeting with the Multistate Lottery Association.	I	18.98
	Mr. Grief was rescheduled on a later flight to Des Moines, IA which was ultimately canceled. The flight delays and cancellations made it impossible for Mr. Grief to timely reach his duty point in Des Moines, IA. As a result, Mr. Grief was rescheduled for a return flight arriving Austin, TX at 7pm. From ABIA to personal residence via personal vehicle (outside normal work hours).		
	American Airlines fully refunded the airfare by issuing a credit voucher to Mr. Grief for \$491.60 and a credit to the Central Billing Account for \$491.60. Claiming meals for in-state; same day travel to Dallas/Ft. Worth, TX.	I	18.5
	Employee work hours: M-F, 8a-5p; CBA-Central Billing Account. All of the above travel was official Lottery business related to regulation as mandated by the Texas Lottery Commission. Mileage obtained by Mapquest. Airfare and lodging - CBA.		

* Show point-to-point breakdown, including intra-city mileage claims

IN-STATE MILEAGE TOTAL	I	37.48000000000000	OUT-OF-STATE MILEAGE TOTAL	O	
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Use additional form or a "CONTINUATION SHEET," if additional space is needed.



INTEROFFICE MEMO

Gary Grief, Executive Director

Alfonso D. Royal III, Charitable Bingo Operations Director

To: Susan Pogue
Travel Coordinator

From: Gary Grief

Date: July 7, 2016

Re: Travel Request

2016 JUL -8 AM 9
OFFICIAL
CONTROLLER
TEXAS LOTTERY COMMISSION

TRAVELER: Gary Grief
DESTINATION: Urbandale, Iowa
DATES OF TRAVEL: July 27-28, 2016
MODE OF TRAVEL: Commercial Airlines

PURPOSE OF TRAVEL & EXPECTED BENEFITS: To meet with staff at the Multistate Lottery Association (MUSL) regarding organizational matters.

*ESTIMATED COSTS:

Airfare	\$983.20	(fully refundable)
Processing Fee	\$11.79	
Lodging	Direct billed to MUSL	
Meals	\$118.00	
Mileage	\$20.00	
Incidentals	\$50.00	(airport parking; taxi)
TOTAL:	\$1182.99	

*Travel expenses are reimbursable by MUSL.

EMPLOYEE: [Signature]

DATE: 7-8-16

MANAGER: _____

DATE: _____

DIRECTOR: _____

DATE: _____

CONTROLLER: [Signature]
(signature required for out-of-state travel only)

DATE: 7/8/16

EXECUTIVE DIRECTOR: [Signature]
(signature required for out-of-state travel only)

DATE: 7/8/16

Name and Mailing Address for Payment:

Texas Lottery Commission
 PO Box 16630
 Austin, TX 78761-6630

TRAVEL

Departure	Return	Destination/Purpose	Flight Total	MUSL						
7/27/2016	7/28/2016	DMS Organizational Meeting		\$0.00						
		Due to flight delays/cancellations, Gary Grief was not able to get a connecting flight from DFW to DSM. As a result, he only flew AUS/DFW/AUS on 7/27/16. The airline has issued a full refund.								

For per diem M&IE rates see <http://www.gsa.gov>. For U.S. cities not listed, the current M&IE rate is \$39. First & Last day of Travel is limited to 75% of total day.

Rate for Des Moines = \$59 - Exclude MUSL-provided meals using the following breakdown Brkfst - 18%; Lunch - 28%; Dinner 54%.

LODGING

End Date	Lodging Description	Invoice	Less Food	Lodging Net	MUSL					
Direct Billed				\$0.00	\$0.00					

MEALS

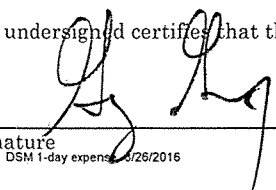
End Date	Brkfst	Lunch	Dinner	Dir's Dinner	Per Diem	MUSL				
7/27/2016	\$6.48	\$10.08	\$19.44		\$36.00	\$36.00				
						\$0.00				
*Claiming allowable meals for in-state; same day travel to DFW only										

MISCELLANEOUS

Date	Explanation	Amount	MUSL							
7/27/2016	Travel agent fee	\$11.79	\$11.79							
7/27/2016	Mileage - personal residence/airport/personal residence (37.48 miles @ \$.54)	\$20.24	\$20.24							
7/27/2016	Airport parking	\$10.50	\$10.50							
			\$0.00							
			\$0.00							
			\$0.00							
			\$0.00							
			\$0.00							
			\$0.00							
Totals		\$78.53	\$78.53	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$78.53

The undersigned certifies that the above expenses are qualified business expenses.

Total Due Claimant: \$78.53


 Signature
DSM 1-day expense 8/26/2016

8-26-16

MUSL EXPENSE CLAIM FORM

TRAVEL VOUCHER / FORM

1. Archive reference number 10669	2. Agency number 362	3. Agency name Texas Lottery Commission				4. Current document number 11604364
5. Effective date (Agency use)		6. Doc date (First date of travel) 08/18/16	7. Doc agency 362	8. FY 16	9. Document amount \$ 1,008.69	
10. Pay to: Gary N. Grief Austin, TX				11. Title Executive Director		
				12 Designated headquarters Austin, TX		
13. Texas Identification number 70025262448PRI - ✓			14. AGENCY USE AUG 2016			

15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
	13009	225	5025	25009	16	7101	\$ 188.55
INVOICE NUMBER		PMT DUE DATE		AGENCY USE			
		9-25-16		00100 Executive			
AGENCY USE							

15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
	13009	225	5025	25009	16	7104	\$ 721.50
INVOICE NUMBER		PMT DUE DATE		AGENCY USE			
AGENCY USE							

15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
	13009	225	5025	25009	16	7105	\$ 71.28
INVOICE NUMBER		PMT DUE DATE		AGENCY USE			
AGENCY USE							

16. Service date (Last date of travel) 8/22/16	17. Description (Agency use only) All travel conducted for official Texas Lottery business.					
18. DISTRIBUTION						
Expense itemization for in-state travel:						
Fares, Public transportation	Taxi	Air fare	Rental car	188.55	\$ 188.55	
Personal car mileage - This amount comes from the totals in Y for In-State Mileage Total				Miles @ (Rate set by Legislature)	.54	\$ 0.00
Meals and / or lodging - This amount comes from the totals in J+K (or L, if applicable) fields					\$ 721.50	
Hotel Occupancy Tax					\$ 27.36	
Parking					\$ 71.28	
Description: Incidental expenses (Itemize) Gas for rental car - \$39.36; Hotel taxes - \$31.92						
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)	.54	\$ 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					\$ 1,008.69	

19. I certify that the expense account shown above is true, correct, and unpaid.

sign here Claimant <i>[Signature]</i>	Date	sign here Supervisor <i>[Signature]</i>	Date 8/26/16
20. Contact name Stacy 826-16		21. Agency use	
22. Agency Approval sign here <i>[Signature]</i>		Title	Date 8/26/16
Agency Approval sign here <i>[Signature]</i>		Title	Date 8/29/16

1. Doc agency 362	2. Current document number
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TRAVEL VOUCHER / FORM CONTINUATION

15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
	13009	225	5025	25009	16	7135	\$ 27.36
	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.								
08/18/16	3	00	p								\$ 59.00	\$ 114.00	\$ 173.00		
08/19/16											\$ 59.00	\$ 114.00	\$ 173.00		
08/20/16											\$ 59.00	\$ 114.00	\$ 173.00		
08/21/16											\$ 59.00	\$ 114.00	\$ 173.00		
				08/22/16	12	30	p				\$ 29.50		\$ 29.50		
TOTAL MEALS NON OVERNIGHT								J.	TOTAL MEALS & LODGING			K.	TOTAL ACTUAL EXPENSE		L. \$ 721.50

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.

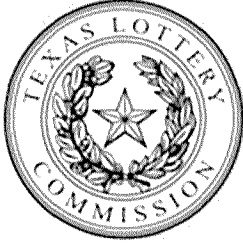
DATE	Y. INFORMATION REQUIRED BY TEXTRAVEL AND OTHER PERTINENT INFORMATION	TYPE (I or O)	MILEAGE POINT TO POINT*
08/18/16	Mr. Grief was provided a courtesy ride to Enterprise Rental Car. From Austin, TX to Frisco, TX via rental car. Overnighted to attend an early morning media event representing the Texas Lottery Commission as a sponsor of the Dallas Cowboys Star facility.	I	
08/19/16	Attended a media preview event at the Star facility.		
08/20/16	Attended a meeting with a representative of the Dallas Cowboys.	I	
08/21/16	Attended a ribbon cutting ceremony for the Dallas Cowboys Star facility.		

* Show point-to-point breakdown, including intra-city mileage claims

IN-STATE MILEAGE TOTAL	I	OUT-OF-STATE MILEAGE TOTAL	O
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CONTINUATION SHEET

DATE	Y. INFORMATION REQUIRED BY TEXTRAVEL AND OTHER PERTINENT INFORMATION	TYPE (t or o)	MILEAGE POINT TO POINT*
08/22/16	From Frisco, TX to Austin, TX via rental car. Returned rental car to Enterprise Rental Car.		
	Employee work hours: M-F, 8a-5p; CBA-Central Billing Account. All of the above travel was official Lottery business related to regulation as mandated by the Texas Lottery Commission. Mileage obtained by Mapquest. Airfare and lodging - CBA.		



INTEROFFICE MEMO

Gary Grief, Executive Director

Alfonso D. Royal III, Charitable Bingo Operations Director

To: Susan Pogue
Travel Coordinator

From: Gary Grief

Date: August 11, 2016

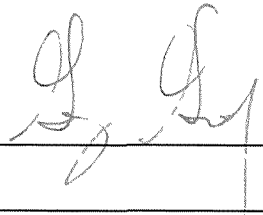
Re: Travel Request

TRAVELER: Gary Grief
 DESTINATION: Frisco, TX
 DATES OF TRAVEL: 8/18/16 – 8/22/16
 MODE OF TRAVEL: Rental Car

PURPOSE OF TRAVEL & EXPECTED BENEFITS: To represent the Texas Lottery Commission as a sponsor at the media preview event and ribbon cutting ceremony for the Dallas Cowboys Star facility.

ESTIMATED COSTS:

Rental Car	\$177.40	
Lodging	\$456.00	(\$114 x 4 nights + tax)
Meals	\$265.50	(\$59 x 4.5 days)
Mileage	\$20.00	
Incidentals	\$50.00	(rental car gas)
TOTAL:	\$968.90	

EMPLOYEE: 

MANAGER: _____

DIRECTOR: _____

CONTROLLER: _____
(signature required for out-of-state travel only)

EXECUTIVE DIRECTOR: _____
(signature required for out-of-state travel only)

DATE: 8 12 16

DATE: _____

DATE: _____

DATE: _____

DATE: _____