



INTEROFFICE MEMO

Gary Grief, Executive Director

Alfonso D. Royal III, Charitable Bingo Operations Director

To: Travel Coordinator
From: Gary Grief
Date: January 3, 2017
Re: Travel Request

TRAVELER: Gary Grief

DESTINATION: London, England

DATES OF TRAVEL: February 7-13, 2017

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 attend a Marketing Seminar by the World Lottery Association (WLA) and European Lotteries (EL) to participate on a panel discussion regarding big jackpots and will present on marketing challenges in the United States. Mr. Grief's normal business day of return would have been Feb. 11, but he will stay a couple of extra nights at personal expense returning on Feb. 13.

ESTIMATED COSTS:

Registration, lodging, airfare and seminar meals are reimbursable by a third party (WLA/EL). Any other travel expenses not reimbursed by the WLA/EL will be personally paid by Mr. Grief. No expenses will be incurred by the State.

Mileage:	TBD
Airfare:	\$1250.85 (non-refundable fare; Reimbursable by WLA)
Lodging:	Directly billed to WLA (Feb. 7-Feb. 11 only)
Meals:	TBD
Taxi/Shuttle:	TBD
Incidentals:	TBD
Registration:	Directly billed to WLA

TOTAL: \$1250.85

EMPLOYEE: [Signature]

DATE: 1-3-17

MANAGER: _____

DATE: _____

DIRECTOR: _____

DATE: _____

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

DATE: 1/3/2017

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

DATE: 1/3/17

TRAVEL VOUCHER / FORM

1. Archive reference number 10769	2. Agency number 362	3. Agency name Texas Lottery Commission				4. Current document number 11700389
5. Effective date (Agency use)	6. Doc date (First date of travel) 09/12/16	7. Doc agency 362	8. FY 17	9. Document amount \$ 1,303.03		
10. Pay to: Gary N. Grief Austin, TX			PAID PAYMENT 4649607 SEP 26 2016		11. Title Executive Director	
13. Texas Identification number 70025262448PRI					12 Designated headquarters Austin, TX	
14. AGENCY USE DIRECT DEPOSIT WARRANT						

15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
	13009	225	5025	25009	17	7111	\$ 193.00
INVOICE NUMBER		PMT DUE DATE		AGENCY USE			
		10-22-16		00100 Executive			
AGENCY USE							

15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
	13009	225	5025	25009	17	7112	\$ 14.25
INVOICE NUMBER		PMT DUE DATE		AGENCY USE			
AGENCY USE							

15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
	13009	225	5025	25009	17	7114	\$ 851.00
INVOICE NUMBER		PMT DUE DATE		AGENCY USE			
AGENCY USE							

16. Service date (Last date of travel) 9/18/16	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	
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	193.00
Air fare	632.20-CBA
Rental car	
Personal car mileage-This amount comes from the totals in Y for Out-of-State Mileage Total	26.38 Miles @ (Rate set by Legislature) .54 \$ 14.25
Meals and / or lodging-This amount comes from the totals in V+W (or X, if applicable) fields	
Parking	Description: Airport parking \$10.50 @ 4 \$ 42.00
Incidental expenses (Itemize) Travel agent fee - \$11.79 (CBA); Addl Travel agent fee - \$5.00 (CBA); Bag fees - \$115.00; Hotel taxes - \$87.78 \$ 202.78	
TOTAL	\$ 1,303.03

19. I certify that the expense account shown above is true, correct, and unpaid.			
sign here	Claimant <i>[Signature]</i>	Date 9/23/16	sign here
			Supervisor
20. Contact name <i>[Signature]</i>	Phone (Area code and number)	21. Agency use	
22. Agency Approval sign here	<i>[Signature]</i>	Title	Date 9/23/16
Agency Approval sign here	<i>[Signature]</i>	Title	Date 9/23/16

TRAVEL VOUCHER / FORM CONTINUATION

1. Doc agency 362	2. Current document number 11700389
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15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
	13009	225	5025	25009	17	7115 <input checked="" type="checkbox"/>	✓ \$ 244.78
	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				G. Meals non-overnight not to exceed \$36	D. Meals not to exceed Maximum Rate	E. Lodging not to exceed Maximum Rate	F. TOTAL	G. Meals	H. Lodging	I. TOTAL
Date	Hour	Min.	m.	Date	Hour	Min.	m.							
TOTAL MEALS NON OVERNIGHT								J.	TOTAL MEALS & LODGING		K.	TOTAL ACTUAL EXPENSE		L.

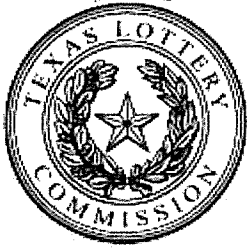
OUT-OF-STATE MEALS AND LODGING											ACTUAL EXPENSE			
M. Leave Headquarters				N. Arrive Headquarters				O. Meals non-overnight not to exceed \$36	P. Meals not to exceed Maximum Rate	Q. Lodging not to exceed Maximum Rate	R. TOTAL	S. Meals	T. Lodging	U. TOTAL
Date	Hour	Min.	m.	Date	Hour	Min.	m.							
09/12/16	8	30	a								\$ 64.00	\$ 209.00	\$ 273.00	
09/13/16											\$ 64.00	\$ 209.00	\$ 273.00	
09/14/16											\$ 64.00	\$ 209.00	\$ 273.00	
09/15/16	Pers													
09/16/16	onal													
09/17/16	Time													
				09/18/16	5	37	p				\$ 32.00		\$ 32.00	
TOTAL MEALS NON OVERNIGHT								V.	TOTAL MEALS & LODGING		W.	TOTAL ACTUAL EXPENSE		X. \$ 851.00

DATE	Y. INFORMATION REQUIRED BY TEXTRAVEL AND OTHER PERTINENT INFORMATION	TYPE (I or O)	MILEAGE POINT TO POINT*
09/12/16	From personal residence to Austin Bergstrom International Airport (ABIA) via personal vehicle (during normal work hours; claiming lesser mileage from Lottery headquarters to ABIA). From ABIA to Ft. Lauderdale, FL via commercial airline.	O	8.61
	From Ft. Lauderdale, FL to Miami, FL via taxi to attend the Public Gaming Research Institute (PGRI) Lottery Expo and a Multistate Lottery Association (MUSL) Development Committee meeting. Attended the PGRI Expo.		
09/13/16	Attended the PGRI Expo.		
09/14/16	Attended the PGRI Expo and MUSL Development Committee meeting.		

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

CONTINUATION SHEET

DATE	Y. INFORMATION REQUIRED BY TEXTRAVEL AND OTHER PERTINENT INFORMATION	TYPE (I or O)	MILEAGE POINT TO POINT*
09/15/16	Personal time at no expense to State.		
09/16/16	Personal time at no expense to State.		
09/17/16	Personal time at no expense to State.		
09/18/16	From Miami, FL to Ft. Lauderdale, FL via taxi. From Ft. Lauderdale, FL to Austin, TX via commercial airline. From ABIA to personal residence via personal vehicle (outside normal work hours). Airfare - CBA	O	17.77✓
	Mr. Grief originally planned to depart Austin, TX on 9/11/16. A change to his schedule required a change to his original airline booking to depart on 9/12/16 (additional travel agent fee-\$5.00, CBA). His normal business day of return would have been 9/15/16. However, Mr. Grief remained at duty point on personal time and expense through 9/18/16.		
	There was a cost difference of \$31.20 for airfare as quoted by travel agent for returning on 9/18/16 instead of 9/15/16 (see attached supporting documentation). Mr. Grief will reimburse the State for this cost difference.		
	✓ 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.		



INTEROFFICE MEMO

Gary Grief, Executive Director

Alfonso D. Royal III, Charitable Bingo Operations Director

To: Travel Coordinator

From: Gary Grief

Date: August 11, 2016

Re: Travel Request

TRAVELER: Gary Grief

DESTINATION: Miami, FL

DATES OF TRAVEL: September 11-18, 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 Public Gaming Research Institute Lottery Expo 2016 for participation in lottery industry presentations and discussions. Will also attend a Multistate Lottery Association (MUSL) Development Committee meeting. The Expo ends the evening of September 14. Mr. Grief's business day of departure would normally have been September 15. However, Mr. Grief will be on personal time and expense from September 15 through September 18. Any difference in airfare due to a later return date will also be covered at Mr. Grief's personal expense.

***ESTIMATED COSTS:**

Mileage:	\$20.00
Lodging and hotel taxes:	✓ **\$953.04 (\$209.00 per nt + \$29.26 tax @ 4nts)
Meals:	✓ \$320.00
Airfare:	\$632.20 (refundable fare; contract rates not available)
Taxi/Shuttle:	\$200.00
Incidentals (parking, rent car fuel, etc.):	\$100.00 (travel agent fee, airport parking)
Registration Fees:	COMPLIMENTARY
TOTAL:	\$2,225.24 ✓

*Travel expenses are reimbursable by MUSL.

**Actual lodging expense and Group Program Exception for room rate

EMPLOYEE: *[Signature]* DATE: 8/11/16

DIRECTOR: _____ DATE: _____

CONTROLLER: *Kathy Pyna* DATE: 8/11/16
(signature required for out-of-state travel only)

EXECUTIVE DIRECTOR: *[Signature]* DATE: 8/11/16
(signature required for out-of-state travel only)

*8/22/16 -
Employee travel plans
changed. Outbound
flight changed to
depart Austin, TX on
Mon., 9/12/16.*

*8/11/16
RD*

Name and Mailing Address for Payment:

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

TRAVEL

Departure	Return	Destination/Purpose	Flight Total	MUSL
9/12/2016	9/15/2016	Miami-Development Committee	\$601.00	\$601.00
Mr. Grief's normal business day of return would have been 9/15, however he remained in Miami until 9/18 on personal time and expense. The difference in airfare cost for the later return date was \$31.20 (see attached docs). Mr. Grief is claiming only the lesser amount of \$601.00.				

LODGING

End Date	Lodging Description	Invoice	Less Food	Lodging Net	MUSL
9/15/2016	Eden Roc-Miami	\$714.78		\$714.78	\$714.78
	(3 nights only)				
	9/12/16-9/15/16)				

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.

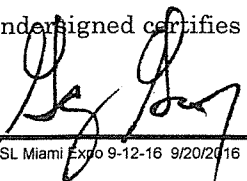
Rate for Miami =\$64 - Exclude MUSL-provided meals using the following breakdown Brkfst - 18%; Lunch - 28%; Dinner 54%.

MEALS	Brkfst	Lunch	Dinner	Dir's Dinner	Per Diem	MUSL
9/12/2016	\$8.64	\$13.44	\$25.92		\$48.00	\$48.00
9/13/2016	\$11.52	\$17.92	\$34.56		\$64.00	\$64.00
9/14/2016	\$11.52	\$17.92	\$34.56		\$64.00	\$64.00
9/15/2016	\$8.64	\$13.44	\$25.92		\$48.00	\$48.00

MISCELLANEOUS

Date	Explanation	Amount	MUSL
9/12/2016	Taxi from Ft Lauderdale airport to Miami hotel	\$98.00	\$98.00
9/18/2016	Taxi from Miami hotel to Ft Lauderdale airport	\$95.00	\$95.00
9/12/2016	Travel agent fees	\$16.79	\$16.79
9/12/2016	Airport parking - 4 days @ \$10.50	\$42.00	\$42.00
9/12/2016	Baggage fees	\$115.00	\$115.00
9/12/2016	Mileage Lottery HQ/airport/personal residence 26.38 miles @ \$.54/mile	\$14.25	\$14.25
			\$0.00
			\$0.00
			\$0.00
Totals		\$1,920.82	\$1,920.82
			\$0.00
			\$0.00

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



9/22/16

TRAVEL VOUCHER / FORM

1. Archive reference number 10770	2. Agency number 362	3. Agency name Texas Lottery Commission					4. Current document number 11700390
5. Effective date (Agency use)	6. Doc date (First date of travel) 09/08/16	7. Doc agency 362	8. FY 17	9. Document amount \$ 131.93			
10. Pay to: Gary N. Grief Austin, TX		PAID PAYMENT # 4657251 SEP 23 2016 DIRECT DEPOSIT WARRANT			11. Title Executive Director		
12 Designated headquarters Austin, TX		13. Texas Identification number 70025262448PRI					
14. AGENCY USE							

15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
	13009	225	5025	25009	17	7102	\$ 9.93
INVOICE NUMBER		PMT DUE DATE		AGENCY USE			
		10-22-16		00100 Executive			
AGENCY USE							

15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
	13009	225	5025	25009	17	7104	\$ 96.00
INVOICE NUMBER		PMT DUE DATE		AGENCY USE			
AGENCY USE							

15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
	13009	225	5025	25009	17	7105	\$ 26.00
INVOICE NUMBER		PMT DUE DATE		AGENCY USE			
AGENCY USE							

16. Service date (Last date of travel) 9/9/16	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 264.20-CBA	
Rental car	
Personal car mileage-This amount comes from the totals in Y for In-State Mileage Total	18.39 Miles @ (Rate set by Legislature) .54 \$ 9.93
Meals and / or lodging-This amount comes from the totals in J+K (or L, if applicable) fields	\$ 96.00
Hotel Occupancy Tax	
Parking Description: Airport parking \$26 @ 1 day	\$ 26.00
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	\$ 131.93

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

sign here Claimant <i>[Signature]</i>	Date 9/22/16	sign here Supervisor <i>[Signature]</i>	Date
20. Contact name <i>[Signature]</i>	9/23/16	Phone (Area code and number)	21. Agency use
22. Agency Approval sign here <i>[Signature]</i>	Date 9/23/16	Title	Date 9/23/16
Agency Approval sign here <i>[Signature]</i>	Date	Title	Date 9/23/16

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.							
09/08/16	3	20	p								\$ 64.00		\$ 64.00	
				09/09/16	4	22	p				\$ 32.00		\$ 32.00	
TOTAL MEALS NON OVERNIGHT											J.	TOTAL ACTUAL EXPENSE		L. \$ 96.00

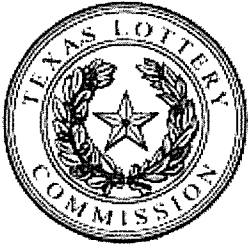
OUT-OF-STATE MEALS AND LODGING											ACTUAL EXPENSE			
M. Leave Headquarters				N. Arrive Headquarters				O. Meals non-overnight not to exceed \$36	P. Meals not to exceed Maximum Rate	Q. Lodging not to exceed Maximum Rate	R. TOTAL	S. Meals	T. Lodging	U. TOTAL
Date	Hour	Min.	m.	Date	Hour	Min.	m.							
TOTAL MEALS NON OVERNIGHT											V.	TOTAL ACTUAL EXPENSE		X.

DATE	Y. INFORMATION REQUIRED BY TEXTRAVEL AND OTHER PERTINENT INFORMATION	TYPE (I or O)	MILEAGE POINT TO POINT*
09/08/16	From Texas Lottery headquarters to Austin Bergstrom International Airport (ABIA) via personal vehicle (during normal work hours). From ABIA to Dallas/Ft. Worth, TX via commercial airline to attend a Multistate Lottery Association (MUSL) Board meeting.	I	8.61
	Prior to his departure to ABIA, Mr. Grief attended a hearing at the Capitol. Due to time constraints following that hearing, and the time required to catch his flight, Mr. Grief used on-site parking at ABIA.		
09/09/16	Attended the MUSL Board meeting. From Dallas/Ft. Worth, TX to Austin, TX via commercial airline. From ABIA to personal residence via personal vehicle (during normal work hours; claiming lesser mileage from ABIA to Lottery headquarters). Airfare - CBA; Hotel - direct billed to MUSL.	I	9.78
	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

IN-STATE MILEAGE TOTAL	I	18.39	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: Travel Coordinator

From: Gary Grief

Date: August 24, 2016

Re: Travel Request

TRAVELER: Gary Grief

DESTINATION: Dallas, TX

DATES OF TRAVEL: September 8-9, 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)

To attend a Multistate Lottery Association (MUSL) Executive Board meeting.

***ESTIMATED COSTS:**

Mileage:	\$20.00
Lodging and hotel taxes:	Direct bill to MUSL
Meals:	\$118.00
Airfare:	\$264.20 (refundable fare)
Incidentals:	\$50.00 (travel agent fee, airport parking; taxi)
Registration Fees:	

TOTAL: \$452.20

*Travel expenses are reimbursable by MUSL.

EMPLOYEE: [Signature] DATE: 8/24/16

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)

Name and Mailing Address for Payment:

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

TRAVEL

Departure	Return	Destination/Purpose	Flight Total	MUSL
9/8/2016	9/9/2016	Dallas CommExec	\$264.20	\$264.20

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 Dallas = \$64 - 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
9/9/2016	MUSL Provided	\$0.00		\$0.00	\$0:00

MEALS

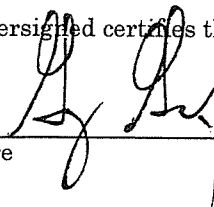
	Brkfst	Lunch	Dinner	Dir's Dinne	Per Diem	MUSL
9/8/2016	\$8.64	\$13.44	\$25.92		\$48.00	\$48.00
9/9/2016	MUSL	MUSL	\$25.92		\$25.92	\$25.92
						\$0.00

MISCELLANEOUS

Date	Explanation	Amount	MUSL
9/8/2016	Mileage HQ/airport/HQ 18.39miles @ \$.54/mile	\$9.93	\$9.93
9/9/2016	Airport parking	\$26.00	\$26.00
9/9/2016	Travel agent fee	\$11.79	\$11.79
			\$0.00
			\$0.00
			\$0.00
			\$0.00
			\$0.00
			\$0.00
			\$0.00
			\$0.00
Totals		\$385.84	\$385.84

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

\$385.84

Signature 

9/22/16

TRAVEL VOUCHER / FORM

1. Archive reference number 10864	2. Agency number 362	3. Agency name Texas Lottery Commission					4. Current document number 11700757
5. Effective date (Agency use)	6. Doc date (First date of travel) 10/02/16	7. Doc agency 362	8. FY 17	9. Document amount \$ 473.79			
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					

15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
	13009	225	5025	25009	17	7111	\$ 85.00
INVOICE NUMBER		PMT DUE DATE		AGENCY USE			
		11-17-16		00100 Executive			
AGENCY USE							

15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
	13009	225	5025	25009	17	7112	\$ 8.29
INVOICE NUMBER		PMT DUE DATE		AGENCY USE			
AGENCY USE							

15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
	13009	225	5025	25009	17	7114	\$ 310.50
INVOICE NUMBER		PMT DUE DATE		AGENCY USE			
AGENCY USE							

16. Service date (Last date of travel) 10/7/16	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	
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	85.00
Air fare	
Rental car	\$ 85.00
Personal car mileage-This amount comes from the totals in Y for Out-of-State Mileage Total	15.35 Miles @ (Rate set by Legislature) .54 \$ 8.29
Meals and / or lodging-This amount comes from the totals in V+W (or X, if applicable) fields	\$ 310.50
Parking	Description:
Incidental expenses (Itemize) Travel agent fee - \$11.79 (CBA); Bag fees - \$70.00	\$ 70.00
TOTAL	\$ 473.79

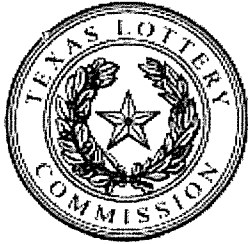
19. I certify that the expense account shown above is true, correct, and unpaid.

sign here Claimant <i>[Signature]</i>	Date 10/18/16	sign here Supervisor <i>[Signature]</i>	Date
20. Contact name SPozner 10-24-16		Phone (Area code and number)	21. Agency use
22. Agency Approval sign here <i>[Signature]</i>		Title	Date 10/24/16
Agency Approval sign here Kathy Pyka		Title	Date 10/24/16

1. Doc agency 362	2. Current document number
----------------------	----------------------------

TRAVEL VOUCHER / FORM CONTINUATION

15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
	13009	225	5025	25009	17	7115 -	\$ 70.00 ⁴
	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						



INTEROFFICE MEMO

Gary Grief, Executive Director

Alfonso D. Royal III, Charitable Bingo Operations Director

To: Travel Coordinator

From: Gary Grief

Date: August 25, 2016

Re: Travel Request

TRAVELER: Gary Grief

DESTINATION: Atlanta, GA

DATES OF TRAVEL: October 2-7, 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) Conference where Mr. Grief will participate in lottery panel discussions. Mr. Grief will also facilitate a Multistate Lottery Association (MUSL) Board meeting as MUSL President.

ESTIMATED COSTS:

Mileage:	\$20.00
Lodging and hotel taxes:	Direct bill to MUSL
Meals:	\$414.00
Airfare:	\$483.00 (fully refundable; will use AA credit voucher)
Incidentals:	\$150.00 (bag fees, taxi)
Registration Fees:	Comp
TOTAL:	\$1,067.00

*Travel expenses are reimbursable by MUSL.

EMPLOYEE: [Signature] DATE: 8-25-16

MANAGER: _____ DATE: _____

DIRECTOR: _____ DATE: _____

CONTROLLER: Raony Rynag DATE: 8/26/16
(signature required for out-of-state travel only)

EXECUTIVE DIRECTOR: [Signature] DATE: 8/26/16
(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	M2G2
10/2/2016	10/7/2016	ATL Board/PB/M2G2 NASPL	\$791.20	\$269.01	\$261.10	\$261.10

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 Atlanta = \$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	M2G2
10/7/2016	MUSL Provided	\$0.00		\$0.00	\$0.00		

MEALS

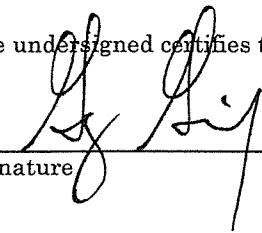
Brkfst	Lunch	Dinner	Dir's Dinne	Per Diem	MUSL	PB	M2G2
10/2/2016	\$9.32	\$14.49	\$27.95	\$51.75	\$17.60	\$17.08	\$17.08
10/3/2016	\$12.42	MUSL	\$37.26	\$49.68	\$16.89	\$16.39	\$16.39
10/4/2016	\$12.42	NASPL	\$37.26	\$49.68	\$16.89	\$16.39	\$16.39
10/5/2016	\$12.42	NASPL	\$37.26	\$49.68	\$16.89	\$16.39	\$16.39
10/6/2016	\$12.42	NASPL	\$37.26	\$49.68	\$16.89	\$16.39	\$16.39
10/7/2016	\$9.32	\$14.49	\$27.95	\$51.75	\$17.60	\$17.08	\$17.08

MISCELLANEOUS

Date	Explanation	Amount	MUSL	PB	M2G2
10/2/2016	Travel Agent fee	\$11.79	\$4.01	\$3.89	\$3.89
10/2/2016	Baggage fees	\$70.00	\$23.80	\$23.10	\$23.10
10/2/2016	Mileage from HQ to airport; airport to HQ	\$8.29	\$2.82	\$2.74	\$2.74
10/2/2016	Taxi from airport to hotel; hotel to airport	\$85.00	\$28.90	\$28.05	\$28.05
			\$0.00	\$0.00	\$0.00
			\$0.00	\$0.00	\$0.00
			\$0.00	\$0.00	\$0.00
			\$0.00	\$0.00	\$0.00
			\$0.00	\$0.00	\$0.00
			\$0.00	\$0.00	\$0.00
Totals		\$1,268.50	\$431.29	\$418.61	\$418.61

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

\$1,268.50


 Signature

10-18-16

TRAVEL VOUCHER / FORM

SUPPLEMENTAL

1. Archive reference number 109113	2. Agency number 362	3. Agency name Texas Lottery Commission		4. Current document number 11700893
5. Effective date (Agency use)	6. Doc date (First date of travel) 10/02/16	7. Doc agency 362	8. FY 17	9. Document amount \$ 299.60
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 NOV 04 2016 DIRECT DEPOSIT / WAR...		

15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
	13009	225	5025	25009	17	7111	\$ 299.60
INVOICE NUMBER		PMT DUE DATE		AGENCY USE			
		11-27-16		00100 Executive			
AGENCY USE							

15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
	13009	225	5025	25009	17		
INVOICE NUMBER		PMT DUE DATE		AGENCY USE			
AGENCY USE							

15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
	13009	225	5025	25009	17		
INVOICE NUMBER		PMT DUE DATE		AGENCY USE			
AGENCY USE							

16. Service date (Last date of travel) 10/7/16	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	
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	299.60
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	
\$ 299.60	

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

sign here Claimant <i>[Signature]</i>	Date 10/28/16	sign here Supervisor	Date
20. Contact name S-P 11-2-16		21. Agency use	
22. Agency Approval sign here <i>[Signature]</i>		Title	Date 11/2/16
Agency Approval sign here <i>[Signature]</i>		Title	Date 11/3/16

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.									
10/02/16	8	00	a													
10/03/16																
10/04/16																
10/05/16				10/07/16	3	51	p									
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*
10/02/16	From personal residence to Austin Bergstrom International Airport (ABIA) via personal vehicle (Mr. Grief was dropped off at ABIA by his spouse during normal work hours; claiming lesser mileage from Lottery headquarters to ABIA).		
	From ABIA to Atlanta, GA via commercial airline to attend the North American Association of State and Provincial Lotteries (NASPL) Conference and attend a Multistate Lottery Association (MUSL) meeting.		
10/03/16	Attended NASPL and MUSL meetings.		
10/04/16	Attended NASPL Conference.		

* 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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INTEROFFICE MEMO

Gary Grief, Executive Director

Alfonso D. Royal III, Charitable Bingo Operations Director

To: Travel Coordinator

From: Gary Grief

Date: August 25, 2016

Re: Travel Request

COPY

TRAVELER: Gary Grief

DESTINATION: Atlanta, GA

DATES OF TRAVEL: October 2-7, 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) Conference where Mr. Grief will participate in lottery panel discussions. Mr. Grief will also facilitate a Multistate Lottery Association (MUSL) Board meeting as MUSL President.

ESTIMATED COSTS:

Mileage:	\$20.00
Lodging and hotel taxes:	Direct bill to MUSL
Meals:	\$414.00
Airfare:	\$483.00 (fully refundable; will use AA credit voucher)
Incidentals:	\$150.00 (bag fees, taxi)
Registration Fees:	Comp
TOTAL:	\$1,067.00

*Travel expenses are reimbursable by MUSL.

EMPLOYEE: _____

DATE: 8-25-16

MANAGER: _____

DATE: _____

DIRECTOR: _____

DATE: _____

CONTROLLER: _____

DATE: 8/26/16

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

EXECUTIVE DIRECTOR: _____

DATE: 8/26/16

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

TRAVEL VOUCHER / FORM

1. Archive reference number # 11293		2. Agency number 362	3. Agency name Texas Lottery Commission				4. Current document number 11702599	
5. Effective date (Agency use)		6. Doc date (First date of travel) 03/07/17	7. Doc agency 362	8. FY 17	9. Document amount \$ 298.04			
10. Pay to: Gary N. Grief Austin, TX			PAID PAYMENT # 2975950		11. Title Executive Director			
12 Designated headquarters Austin, TX			13. Texas Identification number 70025262448PRI					
14. AGENCY USE DIRECT DEPOSIT / WARRANT			APR 08 2017					

15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
	13009	225	5025	25009	17	7112	\$ 20.04
INVOICE NUMBER		PMT DUE DATE		AGENCY USE			
		4-29-17		00100 Executive			
AGENCY USE							

15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
	13009	225	5025	25009	17	7114	\$ 236.00
INVOICE NUMBER		PMT DUE DATE		AGENCY USE			
AGENCY USE							

15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
	13009	225	5025	25009	17	7115	\$ 42.00
INVOICE NUMBER		PMT DUE DATE		AGENCY USE			
AGENCY USE							

16. Service date (Last date of travel) 3/10/17	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		
Personal car mileage - This amount comes from the totals in Y for In-State Mileage Total						Miles @ (Rate set by Legislature)	.535
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	1104.60 - CBA	Rental car		
Personal car mileage - This amount comes from the totals in Y for Out-of-State Mileage Total						37.45	* Miles @ (Rate set by Legislature)
Meals and / or lodging - This amount comes from the totals in V+W (or X, if applicable) fields							\$ 236.00
Parking	Description: Airport - 4 days @ \$10.50 per day						\$ 42.00
Incidental expenses (Itemize) Travel agent fee - \$11.79 (CBA)							
TOTAL							\$ 298.04

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

Claimant sign here <i>[Signature]</i>	Date 3/30/17	Supervisor sign here <i>[Signature]</i>	Date
20. Contact name 3/30/17		Phone (Area code and number)	
22. Agency Approval sign here <i>[Signature]</i>		Date 3.31.17	
Agency Approval sign here <i>[Signature]</i>		Date	

IN-STATE MEALS AND LODGING											ACTUAL EXPENSE				
A. Leave Headquarters				B. Arrive Headquarters				C. Meals non-overnight not to exceed \$36	D. Meals not to exceed Maximum Rate	E. Lodging not to exceed Maximum Rate	F. TOTAL	G. Meals	H. Lodging	I. TOTAL	
Date	Hour	Min.	m.	Date	Hour	Min.	m.								
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.								
03/07/17	6	30	a									\$ 59.00	\$ 59.00		
03/08/17												\$ 59.00	\$ 59.00		
03/09/17												\$ 59.00	\$ 59.00		
				03/10/17	8	11	p					\$ 59.00	\$ 59.00		
TOTAL MEALS NON OVERNIGHT								V.	TOTAL MEALS & LODGING			W.	TOTAL ACTUAL EXPENSE		X. \$ 236.00

DATE	Y. INFORMATION REQUIRED BY TEXTRAVEL AND OTHER PERTINENT INFORMATION	TYPE (I or O)	MILEAGE POINT TO POINT*
03/07/17	From personal residence in Austin, TX to Austin Bergstrom International Airport (ABIA) via personal vehicle (before normal work hours). From ABIA to Des Moines, IA via commercial airline to attend meetings with AutoLotto, North American Association of State and Provincial Lotteries (NASPL Retailer Relations Committee and Multistate Lottery Association (MUSL) Strategic Planning meetings.	O	19.68
03/08/10	Attended NASPL and MUSL meetings.		
03/09/17	Attended MUSL meetings.		
03/10/17	Attended MUSL meetings. From Des Moines, IA to Austin, TX via commercial airline. From ABIA to personal residence via personal vehicle (after normal work hours). Hotel was direct billed to MUSL.	O	17.77

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

IN-STATE MILEAGE TOTAL	I	OUT-OF-STATE MILEAGE TOTAL	O	37.45
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INTEROFFICE MEMO

Gary Grief, Executive Director

Alfonso D. Royal III, Charitable Bingo Operations Director

2017 FEB - 7 PM 2:06
OFFICE OF THE
CONTROLLER
TRAVEL
TX LOTTERY COMMISSION

To: Travel Coordinator

From: Gary Grief

Date: February 7, 2017

Re: Travel Request

TRAVELER: Gary Grief

DESTINATION: Des Moines/Urbandale, Iowa

DATES OF TRAVEL: March 7-10, 2017

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 for the purpose of strategic planning and to attend a meeting with the North American Association of State and Provincial Lotteries (NASPL) Retailer Relations Committee to discuss industry initiatives.

***ESTIMATED COSTS:**

Mileage:	\$20.00
Lodging and hotel taxes:	Direct bill to MUSL
Meals:	\$236.00
Airfare:	\$1,104.60 (refundable fare)
Incidentals:	\$100.00 (travel agent fee, airport parking; taxi)
Registration Fees:	
TOTAL:	\$1,460.60

*Travel expenses are reimbursable by MUSL.

EMPLOYEE: Employee not available to sign DATE: 2-7-17

MANAGER: _____ DATE: _____

DIRECTOR: _____ DATE: _____

CONTROLLER: [Signature] DATE: 2-7-17
(signature required for out-of-state travel only)

EXECUTIVE DIRECTOR: [Signature] DATE: 2/7/17
(signature required for out-of-state travel only)

TRAVEL VOUCHER / FORM

1. Archive reference number 11371	2. Agency number 362	3. Agency name Texas Lottery Commission				4. Current document number 11702854
5. Effective date (Agency use)		6. Doc date (First date of travel) 03/19/17	7. Doc agency 362	8. FY 17	9. Document amount \$ 621.54	
10. Pay to: Gary N. Grief Austin, TX			PAID PAYMENT # <u>3611646</u> APR 20 2017		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	17	7111	\$ 119.00
INVOICE NUMBER		PMT DUE DATE		AGENCY USE			
		5-18-17		00100 Executive			
AGENCY USE							

15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
	13009	225	5025	25009	17	7112	\$ 20.04
INVOICE NUMBER		PMT DUE DATE		AGENCY USE			
AGENCY USE							

15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
	13009	225	5025	25009	17	7114	\$ 370.00
INVOICE NUMBER		PMT DUE DATE		AGENCY USE			
AGENCY USE							

16. Service date (Last date of travel) 3/25/17	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	
Personal car mileage-This amount comes from the totals in Y for In-State Mileage Total	Miles @ (Rate set by Legislature)	.535 \$ 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	119.00
Personal car mileage-This amount comes from the totals in Y for Out-of-State Mileage Total	Miles @ (Rate set by Legislature)	37.45 \$ 20.04
Meals and / or lodging-This amount comes from the totals in V+W (or X, if applicable) fields		\$ 370.00
Parking	Description: Airport - 5 days @ \$10.50 per day	\$ 52.50
Incidental expenses (Itemize) Travel agent fee - \$11.79 (CBA)		\$ 60.00
	bag fees - \$60.00	
TOTAL		\$ 621.54

19. I certify that the expense account shown above is true, correct, and unpaid.			
20. Claimant sign here <i>[Signature]</i>	Date 4-18-17	21. Supervisor sign here	Date
22. Agency Approval sign here <i>[Signature]</i>	Agency Approval sign here <i>[Signature]</i>	Title Kaomy Rika	Date 4/19/17

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.							
03/19/17	6	45	a									\$ 74.00	\$ 74.00	
03/20/17												\$ 74.00	\$ 74.00	
03/21/17												\$ 74.00	\$ 74.00	
03/22/17												\$ 74.00	\$ 74.00	
03/23/17	OFF STATE TIME													
03/24/17	OFF STATE TIME													
				03/25/17	5	39	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	TYPE (I or O)	MILEAGE POINT TO POINT*
03/19/17	From personal residence in Austin, TX to Austin Bergstrom International Airport (ABIA) via personal vehicle (before normal work hours). From ABIA to New York, NY, via commercial airline to attend the Public Gaming Research Institute (PGRI) Smart Tech Conference and participate in related lottery industry discussions. Mr. Grief will also attend Multistate Lottery Association (MUSL) meetings.	O	19.68
03/20/17	Attended PGRI Smart Tech Conference and MUSL meetings.		
03/21/17	Attended PGRI Smart Tech Conference and MUSL meetings.		
03/22/17	Attended PGRI Smart Tech Conference and MUSL meetings.		

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

IN-STATE MILEAGE TOTAL	I	OUT-OF-STATE MILEAGE TOTAL	O	37.45
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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: January 24, 2017

Re: Travel Request

TX LOTTERY COMMISSION
TRAVEL
OFFICE OF THE
CONTROLLER
2017 JAN 25 PM 2:01

TRAVELER: Gary Grief

DESTINATION: New York, NY

DATES OF TRAVEL: March 19-25, 2017

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 also attend Multistate Lottery Association (MUSL) meetings. Mr. Grief's normal business day of return would have been March 23, however he will remain there until March 25 on personal time and expense. (There is no additional airfare cost for later return).

***ESTIMATED COSTS**

Mileage	\$25.00
Airfare	\$865.60 (refundable)
Lodging and hotel taxes	Direct bill to MUSL (nights of March 19-22 only)
Meals	\$370.00 (5 days)
Incidentals (parking, taxi, travel agent fee)	\$200.00
TOTAL	\$1,460.60

*Travel expenses are reimbursable by MUSL.

**Actual lodging expense and Group Program Exception for room rate

EMPLOYEE: [Signature] DATE: 1/25/17

MANAGER: _____ DATE: _____

DIRECTOR: _____ DATE: _____

CONTROLLER: Kathy Ryan DATE: 1/25/2017
(signature required for out-of-state travel only)

EXECUTIVE DIRECTOR: [Signature] DATE: 1/25/17
(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
3/19/2017	3/25/2017	NYC-PGRI/PB	\$865.60	\$432.80	\$432.80
	Mr. Grief's normal business day of return would have been 3/23, however he remained in New York until 3/25 on personal time and expense.				

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
3/23/2017	Direct Billed to MUSL			\$0.00	\$0.00
	4 nights only				
	3/19-22/17				

MEALS

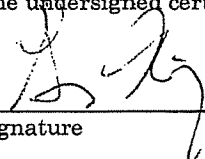
	Brkfst	Lunch	Dinner	Dir's Dinner	Per Diem	MUSL	PB
3/19/2017	\$9.99	\$15.54	\$29.97		\$55.50	\$27.75	\$27.75
3/20/2017	\$13.32	\$20.72	\$39.96		\$74.00	\$37.00	\$37.00
3/21/2017	\$13.32	\$20.72	\$39.96		\$74.00	\$37.00	\$37.00
3/22/2017	\$13.32	\$20.72	\$39.96		\$74.00	\$37.00	\$37.00
3/23/2017	\$9.99	\$15.54	\$29.97		\$55.50	\$27.75	\$27.75
3/24/2017					\$0.00	\$0.00	\$0.00
3/25/2017					\$0.00	\$0.00	\$0.00

MISCELLANEOUS

Date	Explanation	Amount	MUSL	PB
3/19/2017	Travel agent fee	\$11.79	\$5.90	\$5.90
3/19/2017	Bag fees (one receipt lost; see credit card statement for charge)	\$60.00	\$30.00	\$30.00
3/19/2017	Mileage from personal residence to airport; airport to personal residence	\$20.04	\$10.02	\$10.02
			\$0.00	\$0.00
3/19/2017	Airport parking (5 days @ \$10.50/day)	\$52.50	\$26.25	\$26.25
3/19/2017	Taxi - airport to hotel; hotel to airport	\$119.00	\$59.50	\$59.50
			\$0.00	\$0.00
			\$0.00	\$0.00
			\$0.00	\$0.00
			\$0.00	\$0.00
Totals		\$1,461.93	\$730.97	\$730.97

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

\$1,461.93



 Signature

4/27/17

TRAVEL VOUCHER / FORM

1. Archive reference number 11524	2. Agency number 362	3. Agency name Texas Lottery Commission				4. Current document number 11703416
5. Effective date (Agency use)		6. Doc date (First date of travel) 05/08/17	7. Doc agency 362	8. FY 17	9. Document amount \$ 1,100.85	

10. Pay to: Gary N. Grief Austin, TX	PAYED 4426064 JUN 05 2017	11. Title Executive Director
		12 Designated headquarters Austin, TX

13. Texas Identification number 70025262448PRI	14. AGENCY USE DIRECT DEPOSIT / WARRANT
---	--

15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
	13009	225	5025	25009	17	7111	\$ 49.00
INVOICE NUMBER		PMT DUE DATE		AGENCY USE			
		6-30-17		00100 Executive			
AGENCY USE							

15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
	13009	225	5025	25009	17	7112	\$ 14.13
INVOICE NUMBER		PMT DUE DATE		AGENCY USE			
AGENCY USE							

15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
	13009	225	5025	25009	17	7114	\$ 905.00
INVOICE NUMBER		PMT DUE DATE		AGENCY USE			
AGENCY USE							

16. Service date (Last date of travel) 5/10/17	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	Miles @ (Rate set by Legislature) .535 \$ 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	49.00
Air fare	634.60-CBA
Rental car	
Personal car mileage-This amount comes from the totals in Y for Out-of-State Mileage Total	26.41 Miles @ (Rate set by Legislature) .535 \$ 14.13
Meals and / or lodging-This amount comes from the totals in V+W (or X, if applicable) fields	
Parking	Description: Airport - 3 days @ \$10.50 per day \$ 31.50
Incidental expenses (Itemize) Travel agent fee - \$11.79 (CBA); hotel taxes \$101.22 \$ 101.22	
TOTAL	\$ 1,100.85

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

sign here Claimant <i>[Signature]</i>	Date 5/31/17	sign here Supervisor <i>[Signature]</i>	Date 6/1/17
20. Official name <i>[Signature]</i> 5/31/17		21. Agency use Date 6/1/2017	
22. Agency Approval sign here Kathy Ryna		Title Date	

TRAVEL VOUCHER / FORM CONTINUATION

1. Doc agency 362	2. Current document number 11703416
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15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
	13009	225	5025	25009	17	7115 - ✓	\$ 132.72
	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						

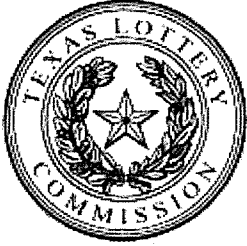
IN-STATE MEALS AND LODGING											ACTUAL EXPENSE			
A. Leave Headquarters				B. Arrive Headquarters				C. Meals non-overnight not to exceed \$36	D. Meals not to exceed Maximum Rate	E. Lodging not to exceed Maximum Rate	F. TOTAL	G. Meals	H. Lodging	I. TOTAL
Date	Hour	Min.	m.	Date	Hour	Min.	m.							
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.							
05/08/17	5	30	a									\$ 69.00 ✓	\$ 349.00 ✓	\$ 418.00
05/09/17												\$ 69.00 ✓	\$ 349.00 ✓	\$ 418.00
				05/10/17	4	31	p ✓					\$ 69.00 ✓		\$ 69.00
TOTAL MEALS NON OVERNIGHT								V.	TOTAL MEALS & LODGING		W.	TOTAL ACTUAL EXPENSE		X. \$ 905.00 ✓

DATE	Y. INFORMATION REQUIRED BY TEXTRAVEL AND OTHER PERTINENT INFORMATION	TYPE (I or O)	MILEAGE POINT TO POINT*
05/08/17	From personal residence in Austin, TX to Austin Bergstrom International Airport (ABIA) via personal vehicle (before normal work hours). From ABIA to Washington, DC via commercial airline to attend the La Fleur's Symposium.	O	19.68
05/09/17	Attended La Fleur's Symposium.		
05/10/17	From Washington, DC to Austin, TX via commercial airline. From ABIA to personal residence via personal vehicle (during normal work hours). Employee claiming lesser mileage between ABIA and Lottery headquarters.	O	6.73
	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

IN-STATE MILEAGE TOTAL	I	OUT-OF-STATE MILEAGE TOTAL	O	26.41
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INTEROFFICE MEMO

Gary Grief, Executive Director

Alfonso D. Royal III, Charitable Bingo Operations Director

To: Travel Coordinator

From: Gary Grief

Date: February 23, 2017

Re: Travel Request

TRAVELER: Gary Grief

DESTINATION: Washington, DC

DATES OF TRAVEL: May 8-10, 2017

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:	*\$799.21 (\$349 rm rate + plus taxes)
Meals:	\$207.00
Airfare:	\$634.60 (Refundable)
Taxi/Shuttle:	\$100.00
Incidentals:	\$100.00 (travel agent fee; airport parking)
Registration Fees:	Waived
TOTAL:	\$1,865.81

*Actual lodging expense and Group Program Exception for room rate

EMPLOYEE: [Signature] DATE: 2/24/17

MANAGER: _____ DATE: _____

DIRECTOR: _____ DATE: _____

CONTROLLER: Kathy Rina DATE: 2/24/17
(signature required for out-of-state travel only)

EXECUTIVE DIRECTOR: [Signature] DATE: 2/24/17
(signature required for out-of-state travel only)

2017 FEB 24 AM 9:21
OFFICE OF THE
CONTROLLER
TEXAS LOTTERY COMMISSION

TRAVEL VOUCHER / FORM

1. Archive reference number 11525	2. Agency number 362	3. Agency name Texas Lottery Commission	4. Current document number 11703417
5. Effective date (Agency use)	6. Doc date (First date of travel) 05/29/17	7. Doc agency 362	8. FY 17
			9. Document amount \$ 355.75

10. Pay to: Gary N. Grief Austin, TX	PAID PAYMENT \$ 4426064 JUN 05 2017	11. Title
13. Texas Identification number 70025262448PRI	14. AGENCY USE DIRECT DEPOSIT / WARRANT	
12. Designated headquarters		

15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
	13009	225	5025	25009	17	7112	\$ 20.04
INVOICE NUMBER		PMT DUE DATE		AGENCY USE			
		6-30-17		00100 Executive			
AGENCY USE							

15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
	13009	225	5025	25009	17	7114	\$ 290.00
INVOICE NUMBER		PMT DUE DATE		AGENCY USE			
AGENCY USE							

15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
	13009	225	5025	25009	17	7115	\$ 45.71
INVOICE NUMBER		PMT DUE DATE		AGENCY USE			
AGENCY USE							

16. Service date (Last date of travel) 5/30/17	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	
Personal car mileage - This amount comes from the totals in Y for In-State Mileage Total	Miles @ (Rate set by Legislature) .535 \$ 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 509.40-CBA	
Rental car	
Personal car mileage - This amount comes from the totals in Y for Out-of-State Mileage Total	37.45 Miles @ (Rate set by Legislature) .535 \$ 20.04
Meals and / or lodging - This amount comes from the totals in V+W (or X, if applicable) fields	\$ 290.00
Parking Description: Airport parking 2 days @ \$10.50/day	\$ 21.00
Incidental expenses (Itemize) Hotel taxes - \$24.71; Travel Agent fee - \$11.79 (CBA)	\$ 24.71
TOTAL	\$ 355.75

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

Claimant sign here <i>[Signature]</i>	Date 5/31/17	Supervisor sign here <i>[Signature]</i>	Date
20. Contact name <i>[Signature]</i>	Date 5/31/17	Phone (Area code and number)	21. Agency use <i>[Signature]</i>
22. Agency Approval sign here <i>[Signature]</i>	Date 6/1/2017	Title	Date 6/1/2017

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.								
05/29/17	11	30	A									\$ 74.00	\$ 142.00	\$ 216.00	
				05/30/17	8	15	P					\$ 74.00		\$ 74.00	
TOTAL MEALS NON OVERNIGHT								V.	TOTAL MEALS & LODGING			W.	TOTAL ACTUAL EXPENSE		X. \$ 290.00

DATE	Y. INFORMATION REQUIRED BY TEXTRAVEL AND OTHER PERTINENT INFORMATION	TYPE (I or O)	MILEAGE POINT TO POINT*
05/29/17	From personal residence to Austin Bergstrom International Airport (ABIA) via personal vehicle (outside normal work hours as this day was a holiday). From Austin, TX to Chicago, IL via commercial airline to attend a North American Association of State and Provincial Lotteries (NASPL) Retail Modernization Committee meeting.	O	19.68
05/30/17	Attended the NASPL meeting. From Chicago, IL to Austin, TX via commercial airline. (Flight was delayed due to airline issues). From ABIA to personal residence via personal vehicle (outside normal work hours).	O	17.77
	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

IN-STATE MILEAGE TOTAL	I	OUT-OF-STATE MILEAGE TOTAL	O	37.45
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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: May 19, 2017

Re: Travel Request

TX LOTTERY COMMISSION
TRAVEL
2017 MAY 19 PM 3:12
OFFICE OF THE
CONTROLLER

TRAVELER: Gary Grief

DESTINATION: Chicago, IL

DATES OF TRAVEL: May 29-30, 2017

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 a Retail Modernization Committee meeting for the purpose of discussing the API/cashless initiative.

ESTIMATED COSTS:

Mileage:	\$20.00 ✓
Lodging and hotel taxes:	\$142.00 (plus taxes) ✓
Meals:	\$148.00 ✓
Airfare:	\$670.40 (Refundable fare) ✓
Incidentals:	\$50.00 (travel agent fee, airport parking; taxi) ✓
Registration Fees:	
TOTAL:	\$1,030.40 ✓

EMPLOYEE: Employee unavailable to sign DATE: 5/19/17

MANAGER: _____ DATE: _____

DIRECTOR: _____ DATE: _____

CONTROLLER: Kaony DATE: 5/19/17
(signature required for out-of-state travel only)

EXECUTIVE DIRECTOR: [Signature] DATE: 5/22/17
(signature required for out-of-state travel only)

TRAVEL VOUCHER / FORM

1. Archive reference number 11572	2. Agency number 362	3. Agency name Texas Lottery Commission				4. Current document number 11703704
5. Effective date (Agency use)		6. Doc date (First date of travel) 06/04/17	7. Doc agency 362	8. FY 17	9. Document amount \$ 491.90	

10. Pay to: Gary N. Grief Austin, TX	PAID PAYMENT # 5110205 JUN 29 2017	11. Title Executive Director
		12. Designated headquarters Austin, Texas

13. Texas Identification number 70025262448PRI	14. AGENCY USE DIRECT DEPOSIT / WARRANT
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15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
	13009	225	5025	25009	17	7111	\$ 19.00
001	INVOICE NUMBER		PMT DUE DATE		AGENCY USE		
			7-22-17		00100 Executive		
	AGENCY USE						

15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
	13009	225	5025	25009	17	7112	\$ 20.04
002	INVOICE NUMBER		PMT DUE DATE		AGENCY USE		
	AGENCY USE						

15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
	13009	225	5025	25009	17	7114	\$ 397.00
003	INVOICE NUMBER		PMT DUE DATE		AGENCY USE		
	AGENCY USE						

16. Service date (Last date of travel) 6/5/17	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	
Personal car mileage-This amount comes from the totals in Y for In-State Mileage Total	Miles @ (Rate set by Legislature) .535 \$ 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	19.00
Air fare	674.00-CBA
Rental car	\$ 19.00
Personal car mileage-This amount comes from the totals in Y for Out-of-State Mileage Total	37.45 Miles @ (Rate set by Legislature) .535 \$ 20.04
Meals and / or lodging-This amount comes from the totals in V+W (or X, if applicable) fields	\$ 397.00
Parking Description: Airport parking 2 days @ \$10.50/day	\$ 21.00
Incidental expenses (Itemize) Hotel taxes - \$34.86; Travel Agent fee - \$11.79 (CBA)	\$ 34.86
TOTAL	\$ 491.90

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

sign here Claimant [Signature]	Date 6/22/17	sign here Supervisor [Signature]	Date 6/23/17
20. Contact name [Signature]		Phone (Area code and number) [Signature]	
22. Agency Approval sign here [Signature]		Date 6-27-17	
Agency Approval sign here [Signature]		Date [Signature]	

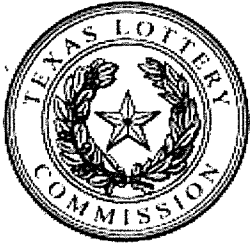
IN-STATE MEALS AND LODGING											ACTUAL EXPENSE				
A. Leave Headquarters				B. Arrive Headquarters				C. Meals non-overnight not to exceed \$36	D. Meals not to exceed Maximum Rate	E. Lodging not to exceed Maximum Rate	F. TOTAL	G. Meals	H. Lodging	I. TOTAL	
Date	Hour	Min.	m.	Date	Hour	Min.	m.								
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.								
06/04/17	11	15	A								\$ 74.00	✓	\$ 249.00	✓	\$ 323.00
				06/05/17	11	54	P				\$ 74.00	✓			\$ 74.00
TOTAL MEALS NON OVERNIGHT								V.	TOTAL MEALS & LODGING			W.	TOTAL ACTUAL EXPENSE		X. \$ 397.00

DATE	Y. INFORMATION REQUIRED BY TEXTRAVEL AND OTHER PERTINENT INFORMATION	TYPE (I or O)	MILEAGE POINT TO POINT*
06/04/17	From personal residence to Austin Bergstrom International Airport (ABIA) via personal vehicle (outside normal work hours). From Austin, TX to Chicago, IL via commercial airline to attend a meeting with representatives of the Multistate Lottery Association (MUSL) and WMS Gaming regarding a MUSL licensing agreement.	O	19.68
06/05/17	Attended the MUSL/WMS Gaming meeting. From Chicago, IL to Austin, TX via commercial airline. (Flight was delayed; actual arrival time was 11:54p). From ABIA to personal residence via personal vehicle (outside normal work hours).	O	17.77
	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

IN-STATE MILEAGE TOTAL	I		OUT-OF-STATE MILEAGE TOTAL	O	37.45
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INTEROFFICE MEMO

Gary Grief, Executive Director

Alfonso D. Royal III, Charitable Bingo Operations Director

To: Travel Coordinator

From: Gary Grief

Date: May 23, 2017

Re: Travel Request

TX LOTTERY COMMISSION
TRAVEL
2017 MAY 23 AM 11:20
OFFICE OF THE
CONTROLLER

TRAVELER: Gary Grief ✓

DESTINATION: Chicago, IL ✓

DATES OF TRAVEL: June 4-5, 2017 ✓

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 a meeting with representatives of the Multistate Lottery Association (MUSL) and WMS regarding a MUSL licensing agreement.

***ESTIMATED COSTS:**

Mileage:	\$20.00 ✓
Lodging and hotel taxes:	MUSL billing
Meals:	\$148.00 ✓
Airfare:	\$679.00 (Refundable fare)
Incidentals:	\$100.00 (travel agent fee, airport parking; taxi)
Registration Fees:	

TOTAL: \$947.00 ✓

*Travel expenses are reimbursable by MUSL.

EMPLOYEE: [Signature] DATE: 5/23/17

MANAGER: _____ DATE: _____

DIRECTOR: _____ DATE: _____

CONTROLLER: [Signature] DATE: 5/23/17
(signature required for out-of-state travel only)

EXECUTIVE DIRECTOR: [Signature] DATE: 5/23/17
(signature required for out-of-state travel only)

Name and Mailing Address for Payment:

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

TRAVEL

Departure	Return	Destination/Purpose	Flight Total	MUSL	PB
6/4/2017	6/5/2017	Chicago - WMS Meetings (PB)	\$679.00	\$0.00	\$679.00

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 CHI \$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	PB
6/5/2017	Hyatt Regency Ohare	\$283.86	\$0.00	\$283.86	\$0.00	\$283.86

MEALS

	Brkfst	Lunch	Dinner	Dir's Dinner	Per Diem	MUSL	PB
6/4/2017	\$4.60	\$7.15	\$0.00	\$0.00	\$25.53	\$0.00	\$25.53
6/5/2017	\$7.19	\$0.00	\$21.58	\$0.00	\$39.96	\$0.00	\$39.96

MISCELLANEOUS

Date	Explanation	Amount	MUSL	PB
thru 6/5/2017	Mileage to airport from residence; residence to airport (37.45 @ \$0.535)	\$20.04	\$0.00	\$20.04
thru 6/5/2017	Parking at Airport	\$21.00	\$0.00	\$21.00
thru 6/5/2017	Taxi	\$19.00	\$0.00	\$19.00
thru 6/5/2017	Travel agent fee	\$11.79	\$0.00	\$11.79
			\$0.00	
			\$0.00	
			\$0.00	
Totals		\$1,100.18	\$0.00	\$1,100.18

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

\$1,100.18

Gay Grif

7/6/2017

Signature

TRAVEL VOUCHER / FORM

1. Archive reference number 11575	2. Agency number 362	3. Agency name Texas Lottery Commission				4. Current document number 11703708
5. Effective date (Agency use)		6. Doc date (First date of travel) 06/11/17	7. Doc agency 362	8. FY 17	9. Document amount \$ 551.60	
10. Pay to: Gary N. Grief Austin, TX			PAID PAYMENT # 5110205 JUN 29 2017		11. Title Executive Director	
12 Designated headquarters Austin, Texas			13. Texas Identification number 70025262448PRI			
14. AGENCY USE DIRECT DEPOSIT / WARRANT						

15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
001	13009	225	5025	25009	17	7111	\$ 140.00
	INVOICE NUMBER	PMT DUE DATE	AGENCY USE				
		7-22-17	00100 Executive				
	AGENCY USE						

15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
002	13009	225	5025	25009	17	7112	\$ 14.10
	INVOICE NUMBER	PMT DUE DATE	AGENCY USE				
	AGENCY USE						

15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
003	13009	225	5025	25009	17	7114	\$ 345.00
	INVOICE NUMBER	PMT DUE DATE	AGENCY USE				
	AGENCY USE						

16. Service date (Last date of travel) 6/15/17	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	
Personal car mileage-This amount comes from the totals in Y for In-State Mileage Total	Miles @ (Rate set by Legislature) .535 \$ 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	140.00
Air fare	589.60-CBA
Rental car	\$ 140.00
Personal car mileage-This amount comes from the totals in Y for Out-of-State Mileage Total	26.35 Miles @ (Rate set by Legislature) .535 \$ 14.10
Meals and / or lodging-This amount comes from the totals in V+W (or X, if applicable) fields	\$ 345.00
Parking Description: Airport parking 5 days @ \$10.50/day	\$ 52.50
Incidental expenses (Itemize) Travel Agent fee - \$11.79 (CBA)	
TOTAL	\$ 551.60

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

20. Contact name W. D. [Signature]	Date 6/22/17	21. Agency use [Signature]	Date 6/23/17
22. Agency Approval [Signature]	Date 6/27/17	23. Agency Approval [Signature]	Date 6/27/17

1. Doc agency 362	2. Current document number 11703707
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TRAVEL VOUCHER / FORM CONTINUATION

15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
004	13009	225	5025	25009	17	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						

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.								
06/11/17	8	30	A									\$ 69.00		\$ 69.00	
06/12/17												\$ 69.00		\$ 69.00	
06/13/17												\$ 69.00		\$ 69.00	
06/14/17												\$ 69.00		\$ 69.00	
				06/15/17	8	04	P					\$ 69.00		\$ 69.00	
TOTAL MEALS NON OVERNIGHT								V.	TOTAL MEALS & LODGING			W.	TOTAL ACTUAL EXPENSE		X. \$ 345.00

DATE	Y. INFORMATION REQUIRED BY TEXTRAVEL AND OTHER PERTINENT INFORMATION	TYPE (I or O)	MILEAGE POINT TO POINT*
06/11/17	From personal residence to Austin Bergstrom International Airport (ABIA) via personal vehicle (during normal work hours; employee claiming lesser mileage from Lottery headquarters to ABIA). From Austin, TX to Denver, CO via commercial airline to attend the North American Association of State and Provincial Lotteries (NASPL) Directors' Meeting and Multistate Lottery Association (MUSL) meetings.	O	8.58
06/12/17	Attended the NASPL Directors' meeting.		
06/13/17	Attended the NASPL Directors' meeting.		
06/14/17	Attended the NASPL Directors' meeting and MUSL meetings.		

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

IN-STATE MILEAGE TOTAL	I	OUT-OF-STATE MILEAGE TOTAL	O	26.35
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Stuckey, Kelly

From: Pyka, Kathy
Sent: Friday, June 23, 2017 3:35 PM
To: Directors; Office Of The Controller
Cc: Sanchez, Sheila; Simpson, MaryBeth
Subject: Out of the Office, June 26 - July 7

I will be out of the office from June 26th through July 7th. While away from the office, the following will have delegated signature authority, including jackpot estimation:

Kelly Stuckey – June 26th – July 6th
Stacy Schuhmann – July 7th

Thanks, Kathy



INTEROFFICE MEMO

Gary Grief, Executive Director

Alfonso D. Royal III, Charitable Bingo Operations Director

To: Travel Coordinator

From: Gary Grief

Date: April 13, 2017

Re: Travel Request

TEXAS LOTTERY COMMISSION
TRAVEL
2017 APR 13 AM 10:50
OFFICE OF THE
CONTROLLER

TRAVELER: Gary Grief

DESTINATION: Denver, CO

DATES OF TRAVEL: June 11-15, 2017

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) Directors' Meeting and Multistate Lottery Association (MUSL) meetings.

***ESTIMATED COSTS:**

- Mileage: \$20.00
- Lodging and hotel taxes: Direct bill to MUSL
- Meals: \$345.00
- Airfare: \$614.60 (Refundable fare)
- Incidentals: \$100.00 (travel agent fee, airport parking; taxi)
- Registration Fees:

TOTAL: \$1,079.60

*Travel expenses are reimbursable by MUSL

EMPLOYEE: [Signature] DATE: 4/13/17

MANAGER: _____ DATE: _____

DIRECTOR: _____ DATE: _____

CONTROLLER: Kelly Stuckey DATE: 4.13.17
(signature required for out-of-state travel only)

EXECUTIVE DIRECTOR: Bob Beard DATE: 4.14.2017
(signature required for out-of-state travel only)

for Gary Grief

Name and Mailing Address for Payment:

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

TRAVEL

Departure	Return	Destination/Purpose	Flight Total	MUSL	PB	M2G2
6/11/2017	6/15/2017	Denver-Musl/PB/M2G2	\$589.60	\$200.46	\$194.57	\$194.57

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 Atlanta = \$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	M2G2
6/15/2017	MUSL Provided	\$0.00		\$0.00	\$0.00	\$0.00	\$0.00

MEALS

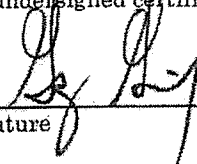
	Brkfst	Lunch	Dinner	Dirs Dinne	Per Diem	MUSL	PB	M2G2
6/11/2017	\$9.32	\$14.49	\$27.95		\$51.76	\$17.60	\$17.08	\$17.08
6/12/2017	\$12.42	\$19.32	\$37.26		\$69.00	\$23.46	\$22.77	\$22.77
6/13/2017	\$12.42	\$19.32	\$37.26		\$69.00	\$23.46	\$22.77	\$22.77
6/14/2017	MUSL	\$19.32	MUSL		\$19.32	\$6.57	\$6.38	\$6.38
6/15/2017	MUSL	MUSL	\$27.95		\$27.95	\$9.50	\$9.22	\$9.22
					\$0.00	\$0.00	\$0.00	\$0.00

MISCELLANEOUS

Date	Explanation	Amount	MUSL	PB	M2G2
thru 6/15/17	Taxi to/from hotel/airport	\$140.00	\$47.60	\$46.20	\$46.20
thru 6/15/17	Mileage to/from HQ/airport/residence	\$14.10	\$4.79	\$4.65	\$4.65
thru 6/15/17	Airport parking	\$52.50	\$17.85	\$17.33	\$17.33
thru 6/15/17	Travel agent fee	\$11.79	\$4.01	\$3.89	\$3.89
			\$0.00	\$0.00	\$0.00
			\$0.00	\$0.00	\$0.00
			\$0.00	\$0.00	\$0.00
			\$0.00	\$0.00	\$0.00
			\$0.00	\$0.00	\$0.00
			\$0.00	\$0.00	\$0.00
Totals		\$1,045.02	\$355.31	\$344.86	\$344.86

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

\$1,045.02

Signature 

7/10/17

TRAVEL VOUCHER / FORM

1. Archive reference number 1596	2. Agency number 362	3. Agency name Texas Lottery Commission	4. Current document number 11703903
5. Effective date (Agency use)	6. Doc date (First date of travel) 06/26/17	7. Doc agency 362	8. FY 17
			9. Document amount \$ 1,695.01

10. Pay to: Gary N. Grief Austin, TX	PAID PAYMENT # 5733686 JUL 17 2017	11. Title Executive Director
		12 Designated headquarters Austin, TX

13. Texas Identification number 70025262448PRI	14. AGENCY USE DIRECT DEPOSIT / WARRANT
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15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
	13009	225	5025	25009	17	7111	\$ 141.00
001	INVOICE NUMBER		PMT DUE DATE 8-14-17	AGENCY USE 00100 - Executive			
AGENCY USE							

15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
	13009	225	5025	25009	17	7112	\$ 20.04
002	INVOICE NUMBER		PMT DUE DATE	AGENCY USE			
AGENCY USE							

15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
	13009	225	5025	25009	17	7114	\$ 1,342.24
003	INVOICE NUMBER		PMT DUE DATE	AGENCY USE			
AGENCY USE							

16. Service date (Last date of travel) 6/30/17	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	
Personal car mileage - This amount comes from the totals in Y for In-State Mileage Total	Miles @ (Rate set by Legislature) .535 \$ 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	141.00
Air fare	139.36 CBA
Rental car	
Personal car mileage - This amount comes from the totals in Y for Out-of-State Mileage Total	37.45 Miles @ (Rate set by Legislature) .535 \$ 20.04
Meals and / or lodging - This amount comes from the totals in V+W (or X, if applicable) fields	\$ 1,342.24
Parking Description: Airport parking \$10.50 X 5 days	\$ 52.50
Incidental expenses (Itemize) Travel agent fee - \$19.99 (CBA); Hotel taxes - \$114.56; Foreign transaction fees - \$24.67	\$ 139.23
TOTAL	\$ 1,695.01

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

sign here Claimant <i>Gary Grief</i>	Date 7/12/17	sign here Supervisor	Date
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20. Contact name <i>[Signature]</i>	Date 7-13-17	Phone (Area code and number) <i>[Signature]</i>	21. Agency use Title <i>[Signature]</i>
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22. Agency Approval sign here <i>[Signature]</i>	Date 7/14/17
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1. Doc agency 362	2. Current document number
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TRAVEL VOUCHER / FORM CONTINUATION

15. SFX 004	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
	13009	225	5025	25009	17	7115 /	\$ 191.73
	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.										
06/26/17	4	20	A								\$ 136.00	\$ 165.56	\$ 301.56				
06/27/17											\$ 136.00	\$ 165.56	\$ 301.56				
06/28/17											\$ 136.00	\$ 165.56	\$ 301.56				
06/29/17											\$ 136.00	\$ 165.56	\$ 301.56				
				06/30/17	10	45	P				\$ 136.00		\$ 136.00				
TOTAL MEALS NON OVERNIGHT											V.	TOTAL MEALS & LODGING		W.	TOTAL ACTUAL EXPENSE		X. \$ 1,342.24

DATE	Y. INFORMATION REQUIRED BY TEXTRAVEL AND OTHER PERTINENT INFORMATION	TYPE (I or O)	MILEAGE POINT TO POINT*
06/26/17	From personal residence to Austin Bergstrom International Airport (ABIA) via personal vehicle (outside normal work hours). From Austin, TX to Halifax, Nova Scotia-Canada via commercial airline to attend the La Fleur's Global Forum. Taxi from airport to hotel.	O	19.68
06/27/17	6/27/17 thru 6/29/17 - Attended the La Fleur's Global Forum.		
06/30/17	From Halifax, Nova Scotia-Canada to Austin, TX via commercial airline. (Flight delayed due to airline issues). From ABIA to personal residence via personal vehicle (outside normal work hours). Taxi from hotel to airport.	O	17.77
	See credit card statement for 3% foreign transaction fees receipt (\$24.67). Hotel receipt is shown in Canadian currency (CAD). Used .756 for conversion of CAD charges to US Dollar (USD). Conversion determined by dividing actual credit card charge in USD by charges in CAD. Also, see attached historical exchange rates for CAD to USD for time period of 6/26/17 thru 6/30/17.		

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

IN-STATE MILEAGE TOTAL	I		OUT-OF-STATE MILEAGE TOTAL	O	37.45
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Use additional form or a "CONTINUATION SHEET," if additional space is needed.

CONTINUATION SHEET

DATE	Y. INFORMATION REQUIRED BY TEXTRAVEL AND OTHER PERTINENT INFORMATION	TYPE (I or O)	MILEAGE POINT TO POINT*
	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. ✓		



INTEROFFICE MEMO

Gary Grief, Executive Director

Alfonso D. Royal III, Charitable Bingo Operations Director

To: Travel Coordinator

From: Gary Grief

Date: February 28, 2017

Re: Travel Request

TX LOTTERY COMMISSION
OFFICE OF THE
CONTROLLER
2017 MAR -1 AM 11:06

TRAVELER: Gary Grief

DESTINATION: Halifax, Nova Scotia

DATES OF TRAVEL: June 26-30, 2017

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:	*\$772.00 (\$215CAD=\$162/night+taxes)
Meals:	\$520.00
Airfare:	\$1,122.20 (NON Refundable)
Taxi/Shuttle:	\$100.00
Incidentals:	\$100.00 (travel agent fee; airport parking)
Registration Fees:	Waived

TOTAL: \$2,639.20

*Actual lodging expense and Group Program Exception for room rate

EMPLOYEE: [Signature] DATE: 3/1/17

MANAGER: _____ DATE: _____

DIRECTOR: _____ DATE: _____

CONTROLLER: Kaomy Pyska DATE: 3/1/17
(signature required for out-of-state travel only)

EXECUTIVE DIRECTOR: [Signature] DATE: 3/1/17
(signature required for out-of-state travel only)

TRAVEL VOUCHER / FORM

1. Archive reference number 11693	2. Agency number 362	3. Agency name Texas Lottery Commission					4. Current document number 11704265
5. Effective date (Agency use)		6. Doc. date (First date of travel) 07/24/17	7. Doc agency 362	8. FY 17	9. Document amount \$ 378.04		

10. Pay to: Gary N. Grief Austin, TX	PAID PAYMENT # 5960616 AUG 14 2017		11. Title Executive Director
13. Texas Identification number 70025262448PRI		14. AGENCY USE DIRECT DEPOSIT / WARRANT	
12 Designated headquarters Austin, Texas			

15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
001	13009	225	5025	25009	17	7111	\$ 80.00
INVOICE NUMBER		PMT DUE DATE		AGENCY USE			
		9-6-17		00100 Executive			
AGENCY USE							

15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
002	13009	225	5025	25009	17	7112	\$ 20.04
INVOICE NUMBER		PMT DUE DATE		AGENCY USE			
AGENCY USE							

15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
003	13009	225	5025	25009	17	7114	\$ 236.00
INVOICE NUMBER		PMT DUE DATE		AGENCY USE			
AGENCY USE							

16. Service date (Last date of travel) 7/27/17	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	
Personal car mileage - This amount comes from the totals in Y for In-State Mileage Total	Miles @ (Rate set by Legislature) .535 \$ 0.00
Meals and / or lodging - This amount comes from the totals in J+K (or L, if applicable) fields	
Hotel Occupancy Tax	
Parking	Description:
Incidental expenses (Itemize)	
Expense itemization for out-of-state travel:	
Fares, Public transportation	
Taxi	80.00
Air fare	957.60 - CBA
Rental car	
Personal car mileage - This amount comes from the totals in Y for Out-of-State Mileage Total	37.45 Miles @ (Rate set by Legislature) .535 \$ 20.04
Meals and / or lodging - This amount comes from the totals in V+W (or X, if applicable) fields	\$ 236.00
Parking	Description: Airport parking 4 days @ \$10.50/day \$ 42.00
Incidental expenses (Itemize) Travel Agent fee - \$11.79 (CBA)	
TOTAL	\$ 378.04

19. I certify that the expense account shown above is true, correct, and unpaid.			
sign here Claimant	Date 8/7/17	sign here Supervisor	Date
20. Contact name 8.10.17		Phone (Area code and number)	21. Agency use 8/10/17
22. Agency Approval sign here	Title	Date 8-10-17	
Agency Approval sign here	Title	Date	

TRAVEL VOUCHER / FORM CONTINUATION

1. Doc agency	2. Current document number
362	

15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
004	13009	225	5025	25009	17	7115	\$ 42.00
	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						

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.								
07/24/17	7	30	a								✓	\$ 59.00		✓	\$ 59.00
07/25/17											✓	\$ 59.00		✓	\$ 59.00
07/26/17											✓	\$ 59.00		✓	\$ 59.00
				07/27/17	9	37	p				✓	\$ 59.00		✓	\$ 59.00
TOTAL MEALS NON OVERNIGHT								V.	TOTAL MEALS & LODGING		W.	TOTAL ACTUAL EXPENSE		X. \$ 236.00	

DATE	Y. INFORMATION REQUIRED BY TEXTRAVEL AND OTHER PERTINENT INFORMATION	TYPE (I or O)	MILEAGE POINT TO POINT*
07/24/17	From personal residence to Austin Bergstrom International Airport (ABIA) via personal vehicle (outside normal work hours). From Austin, TX to Nashville, TN via commercial airline to attend the North American Association of State and Provincial Lotteries (NASPL) Professional Development Seminar.	O	✓ 19.68
07/25/17	Attended the NASPL Professional Development Seminar.		
07/26/17	Attended the NASPL Professional Development Seminar.		
07/27/17	Attended the NASPL Directors' meeting. From Nashville, TN to ABIA via commercial airline. From ABIA to personal residence via personal vehicle (outside normal work hours). Lodging was direct billed to NASPL.	O	✓ 17.77

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

IN-STATE MILEAGE TOTAL	I	OUT-OF-STATE MILEAGE TOTAL	O	37.45
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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 6, 2017

Re: Travel Request

TX LOTTERY COMMISSION
OFFICE OF THE
CONTROLLER
2017 JUN -6 AM 11:25
TRAVEL

TRAVELER: Gary Grief
DESTINATION: Nashville, TN
DATES OF TRAVEL: July 24-27, 2017
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 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	\$957.60 (fully refundable)
Processing Fee	\$11.79
Lodging	NASPL (Masterbilled to NASPL)
Meals	\$236.00 (\$59 x 4 days)
Mileage	\$20.00
Incidentals	\$100.00 (airport parking; taxi)
TOTAL:	<u>\$1,325.39</u>

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

EMPLOYEE: _____

DATE: 6-6-17

MANAGER: _____

DATE: _____

DIRECTOR: _____

DATE: _____

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

DATE: 6/7/17

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

DATE: 6/7/17

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
7/24/2017	7/27/2017	Nashville, TN - NASPL Professional Development Seminar	
		Airfare	\$957.60
		Mileage - Personal residence to Austin Bergstrom Intl Airport (19.68); Austin Bergstrom Intl Airport to personal residence (17.77) - see attached Mapquest calculations 37.45 total miles @ .535/mile= \$20.04	\$20.04
Travel Expense Subtotal:			\$977.64

LODGING & MEAL EXPENSES

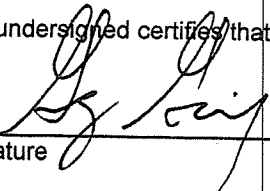
Date	Lodging Description	Lodging	Breakfast	Lunch	Dinner	Subtotal
7/24/2017			\$7.96	\$12.39	\$23.89	\$44.24
7/25/2017			\$10.62	\$0.00	\$31.86	\$42.48
7/26/2017			\$10.62	\$0.00	\$0.00	\$10.62
7/27/2017			\$7.96	\$0.00	\$23.89	\$31.85
Lodging and Meal Expense Subtotal:						\$129.19
		\$0.00	\$37.16	\$12.39	\$79.64	\$129.19

MISCELLANEOUS EXPENSES

Date	Explanation	Amount
7/24/2017	Travel agent fee for airfare booking	\$11.79
thru 7/27/17	Taxi from airport/hotel/airport 7/24 & 7/27	\$80.00
thru 7/27/17	Airport parking	\$42.00
Miscellaneous Expense Subtotal:		\$US 133.79
Total Expenses		\$1,240.62
Less Any Cash Advance		\$0.00
Total Payment:		\$1,240.62

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

Signature



Date

8/7/17

Approved

Date

TRAVEL VOUCHER / FORM

1. Archive reference number 11784	2. Agency number 362	3. Agency name Texas Lottery Commission					4. Current document number 11800059
5. Effective date (Agency use)		6. Doc date (First date of travel) 08/09/17	7. Doc agency 362	8. FY 17	9. Document amount \$ 88.50		

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
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15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
001	13009	225	5025	25009	17	7104	\$ 88.50
INVOICE NUMBER		PMT DUE DATE		AGENCY USE			
		9-27-17		00100 Executive			
AGENCY USE							

15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
	13009	225	5025	25009	17		
INVOICE NUMBER		PMT DUE DATE		AGENCY USE			
AGENCY USE							

15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
	13009	225	5025	25009	17		
INVOICE NUMBER		PMT DUE DATE		AGENCY USE			
AGENCY USE							

16. Service date (Last date of travel) 8/11/17	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 DBA	
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) .535 \$ 0.00
Meals and / or lodging-This amount comes from the totals in J+K (or L, if applicable) fields	\$ 88.50
Hotel Occupancy Tax	
Parking Description:	
Incidental expenses (Itemize) DBA-Direct Billed Account	
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) .535 \$ 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	\$ 88.50

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

sign here Claimant <i>[Signature]</i>	Date 8/28/17	sign here Supervisor <i>[Signature]</i>	Date
20. Contact name <i>[Signature]</i>	9/5/17	Phone (Area code and number)	21. Agency use
22. Agency Approval sign here <i>[Signature]</i>	Title	Date 9/5/17	
Agency Approval sign here <i>[Signature]</i>	Title Kaohy Rika	Date 9-5-17	

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.							
08/09/17	12	30	p								\$ 59.00		\$ 59.00	
08/10/17														
				08/11/17	2	30	p				\$ 29.50		\$ 29.50	
TOTAL MEALS NON OVERNIGHT											J.	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 ACTUAL EXPENSE		X.

DATE	Y. INFORMATION REQUIRED BY TEXTRAVEL AND OTHER PERTINENT INFORMATION	TYPE (I or O)	MILEAGE POINT TO POINT*
08/09/17	From Lottery headquarters in Austin, TX to Frisco, TX via shared rental bus to attend the International Game Technologies (IGT) Statewide Sales meeting.		
08/10/17	Attended the IGT Statewide Sales meeting.		
08/11/17	From Frisco, TX to Lottery headquarters in Austin, TX via shared rental bus. Lodging under contract - no charge to employee.		
	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

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

Gary Grief, Executive Director

Alfonso D. Royal III, Charitable Bingo Operations Director

To: Travel Coordinator

From: Casey Austin
Executive Assistant

Date: July 20, 2017

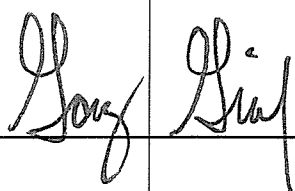
Re: Travel Request

TRAVELER: Gary Grief
 DESTINATION: Frisco, Texas
 DATES OF TRAVEL: 8/9/17 – 8/11/17
 MODE OF TRAVEL: shared rental bus

PURPOSE OF TRAVEL & EXPECTED BENEFITS: Texas Lottery staff will be attending the IGT Statewide Sales Conference in Frisco, Texas. Transportation will be via shared rental bus which will enable roundtrip productivity.

ESTIMATED COSTS:

Transportation – rental bus	\$69.00	est per person – direct billed
Lodging	\$0.00	no charge – under contract
Meals	\$88.50	8/9 – \$59.00 max per diem; 8/10 - all meals provided; 8/11 – \$29.50 (50% of max per diem)
TOTAL:	<u>\$157.50</u>	

EMPLOYEE: 

DATE: 7/20/17

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 11792	2. Agency number 362	3. Agency name Texas Lottery Commission					4. Current document number 11800098
5. Effective date (Agency use)		6. Doc date (First date of travel) 08/23/17	7. Doc agency 362	8. FY 17	9. Document amount \$ 360.18		

10. Pay to: Gary N. Grief Austin, TX	PAID PAYMENT # 0731281 SEP 12 2017	11. Title Executive Director
		12 Designated headquarters Austin, TX

13. Texas Identification number 70025262448PRI	14. AGENCY USE DIRECT DEPOSIT / WARRANT
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15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
	13009	225	5025	25009	17	7112	\$ 14.10
001	INVOICE NUMBER		PMT DUE DATE 10-5-17	AGENCY USE 00100 Executive			
AGENCY USE							

15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
	13009	225	5025	25009	17	7114	\$ 302.00
002	INVOICE NUMBER		PMT DUE DATE	AGENCY USE			
AGENCY USE							

15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
	13009	225	5025	25009	17	7115	\$ 44.08
003	INVOICE NUMBER		PMT DUE DATE	AGENCY USE			
AGENCY USE							

16. Service date (Last date of travel) 8/24/17	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	
Personal car mileage - This amount comes from the totals in Y for In-State Mileage Total	Miles @ (Rate set by Legislature) .535 \$ 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 DBA	
Rental car	
Personal car mileage - This amount comes from the totals in Y for Out-of-State Mileage Total	26.35 Miles @ (Rate set by Legislature) .535 \$ 14.10
Meals and / or lodging - This amount comes from the totals in V+W (or X, if applicable) fields	\$ 302.00
Parking Description: Airport - 2 days @ \$11.00	\$ 22.00
Incidental expenses (Itemize) Travel agent fee - \$11.79 (CBA); Hotel taxes - \$22.08	\$ 22.08
TOTAL	\$ 360.18

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 9/5/17
20. Contact name <i>[Signature]</i>	Phone (Area code and number)	21. Agency use	
22. Agency Approval sign here <i>[Signature]</i>	Title	Date 9/8/17	
Agency Approval sign here <i>[Signature]</i>	Title	Date 9/8/17	

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.							
08/23/17	10	30	a								\$ 59.00	\$ 184.00	\$ 243.00	
				08/24/17	9	55	p				\$ 59.00		\$ 59.00	
TOTAL MEALS NON OVERNIGHT							V.	TOTAL MEALS & LODGING			W.	TOTAL ACTUAL EXPENSE		X. \$ 302.00

DATE	Y. INFORMATION REQUIRED BY TEXTRAVEL AND OTHER PERTINENT INFORMATION	TYPE (I or O)	MILEAGE POINT TO POINT*
08/23/17	From personal residence in Austin, TX to Austin Bergstrom International Airport (ABIA) via personal vehicle (during normal work hours; employee only claiming mileage from Lottery headquarters to ABIA). From ABIA to Des Moines, IA via commercial airline to attend a Multistate Lottery Association (MUSL) to discuss the International Pillar of MUSL's Strategic Plan.	O	8.58
08/24/17	Attended the MUSL meeting. From Des Moines, IA to Austin, TX via commercial airline. From ABIA to personal residence via personal vehicle (outside normal work hours). Employee utilized short-term airport parking, but only claiming maximum allowed for long-term parking (\$11/day @ 2 days).	O	17.77
	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

IN-STATE MILEAGE TOTAL	I		OUT-OF-STATE MILEAGE TOTAL	O	26.35
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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: August 16, 2017

Re: Travel Request

2017 AUG 16 PM 1:25
OFFICE OF THE
CONTROLLER
TX LOTTERY COMMISSION

TRAVELER: Gary Grief

DESTINATION: Des Moines/Urbandale, Iowa

DATES OF TRAVEL: August 23-24, 2017

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 a Multistate Lottery Association (MUSL) meeting for the purpose of discussing the International Pillar of MUSL's Strategic Plan.

***ESTIMATED COSTS:**

Mileage:	\$20.00
Lodging and hotel taxes:	Direct bill to MUSL
Meals:	\$118.00
Airfare:	\$999.60 (refundable fare)
Incidentals:	\$100.00 (travel agent fee, airport parking; taxi)
Registration Fees:	

TOTAL: \$1,237.60

*Travel expenses are reimbursable by MUSL.

EMPLOYEE: [Signature] DATE: 8-16-17

MANAGER: _____ DATE: _____

DIRECTOR: _____ DATE: _____

CONTROLLER: Kaonh Panna DATE: 8/16/17
(signature required for out-of-state travel only)

EXECUTIVE DIRECTOR: [Signature] DATE: 8/16/17
(signature required for out-of-state travel only)

Name and Mailing Address for Payment:

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

TRAVEL

Departure	Return	Destination/Purpose	Flight Total	MUSL			
8/23/2017	8/24/2017	MUSL-Strategic Planning	\$999.60	\$999.60			

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 Nashville, TN \$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		
8/24/2017	Hilton Garden Inn	\$206.80		\$206.08	\$206.08		

MEALS

	Brkfst	Lunch	Dinner	Dir's Dinner	Per Diem	MUSL		
8/23/2017	\$7.97	\$12.39	MUSL		\$20.36	\$20.36		
8/24/2017	\$7.97	MUSL	\$23.90		\$31.87	\$31.87		
						\$0.00		
						\$0.00		
						\$0.00		

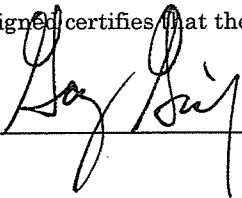
MISCELLANEOUS

Date	Explanation	Amount	MUSL			
Thru 8/24/17	Travel Agent fee	\$11.79	\$11.79			
Thru 8/24/17	Mileage from Lottery HQ to airport (8.58mi); airport to residence (17.77mi)=26.35miles@.535	\$14.10	\$14.10			
Thru 8/24/17	Airport parking (claiming maximum allowed for short term parking only - 2 days @ \$11/day)	\$22.00	\$22.00			
			\$0.00			
			\$0.00			
			\$0.00			
			\$0.00			
			\$0.00			
			\$0.00			
			\$0.00			
Totals		\$1,305.80	\$1,305.80	\$0.00	\$0.00	\$1,305.80

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

\$1,305.80

Signature



9/7/17