Comptroller of Public Accounts FORM 73-174-1 (Rev.4-16/9)

TRAVEL VOUCHER / FORM

1. Archive reference number	2. Agency number	3. Agency name	4. Current document number
12411	362	Texas Lottery Commission	11803455

5. Effective date (Agency use)	6. Doc date (First date of travel)	7. Doc agency	8. FY	9. Document amount
	03/26/18	362	18	$ 356.94

10. Pay to: Gary N. Grief
Austin, TX

PAID
PAYMENT #0608605
APR 23 2018

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
001	13009	225	5025	25009	18	7111	$ 81.00
	INVOICE NUMBER:	PMT DUE DATE: 5-16-18	AGENCY USE: 00100 Executive				
	AGENCY USE:						
002	13009	225	5025	25009	18	7112	$ 9.94
	INVOICE NUMBER:	PMT DUE DATE:	AGENCY USE:				
	AGENCY USE:						
003	13009	225	5025	25009	18	7114	$ 224.00
	INVOICE NUMBER:	PMT DUE DATE:	AGENCY USE:				
	AGENCY USE:						

16. Service date (Last date of travel): 3/29/18

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) .545	$ 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 81.00 — Air fare — Rental car	$ 81.00
Personal car mileage-*This amount comes from the totals in Y for Out-of-State Mileage Total* 18.23 Miles @ (Rate set by Legislature) .545	$ 9.94
Meals and / or lodging-*This amount comes from the totals in V+W (or X, if applicable) fields*	$ 224.00
Parking — Description: Airport parking 10.50 X 4 days	$ 42.00
Incidental expenses (Itemize) Travel agent fee ($11.79) -CBA	
TOTAL	$ 356.94

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

sign here ▶ Claimant: [signature] Date: 4-16-18

sign here ▶ Supervisor: Date:

20. Contact name: [signature] 4/19/18

Phone (Area code and number):

21. Agency use

22. Agency Approval sign here ▶ [signature] Title: Date: 4/19/18

Agency Approval sign here ▶ Kathy [signature] Title: Date: 4/19/18

73-174-2
(Rev.4-16/9)

STATE OF TEXAS

1. Doc agency	2. Current document number
362	11803455

TRAVEL VOUCHER / FORM CONTINUATION

15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
004	13009	225	5025	25009	18	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

Form 73-174-3(Rev.4-16/9)

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.							
03/26/18	7	00	a									$ 64.00		$ 64.00
03/27/18												$ 64.00		$ 64.00
03/28/18												$ 64.00		$ 64.00
				03/29/18	4	00	p					$ 32.00		$ 32.00
TOTAL MEALS NON OVERNIGHT								V.	TOTAL MEALS & LODGING		W.	TOTAL ACTUAL EXPENSE		X. $ 224.00

DATE	Y. INFORMATION REQUIRED BY TEXTRAVEL AND OTHER PERTINENT INFORMATION	TYPE (I or O)	MILEAGE POINT TO POINT*
03/26/18	From personal residence in Austin, TX to Austin Bergstrom International Airport (ABIA) via personal vehicle (before normal work hours). From ABIA to Miami, FL via commercial airlines to attend the Public Gaming Research Institute (PGRI) Smart Tech Conference and Multistate Lottery (MUSL) Committee meeting. Taxi from airport to hotel.	O	11.5
03/27/18	Attended the MUSL Development Committee meeting and PGRI Conference.		
03/28/18	Attended the PGRI Conference.		
03/29/18	Attended the PGRI Conference. Taxi from hotel to airport. From Miami, FL to Austin, TX via commercial airline. From ABIA to personal residence to via personal vehicle (during normal work hours; claiming mileage from ABIA to headquarters only).	O	6.73

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

IN-STATE MILEAGE TOTAL I		OUT-OF-STATE MILEAGE TOTAL O	18.23

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

Form 73-174-4(Rev.4-16/9)

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 Google Maps (used Google Maps to show mileage for residence to ABIA because Mapquest does not show employee's new residence address) and Mapquest.		

INTEROFFICE MEMO

Gary Grief, Executive Director

Alfonso D. Royal III, Charitable Bingo Operations Director

#490.60 #11.79

To: Travel Coordinator

From: Gary Grief

Date: February 21, 2018

Re: Travel Request

REC'D QUOTE 2/21 /
REC'D TRM 2/22 /
SENT A/C 2/22 /
BOOKED 2/22 /
APPRVL CODE 3961

TRAVELER: Gary Grief

DESTINATION: Miami, FL

DATES OF TRAVEL: March 26-29, 2018

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) Development Committee meeting and the Public Gaming Research Institute Conference.

*ESTIMATED COSTS:	
Mileage:	$20.00
Lodging and hotel taxes:	Directly billed to MUSL
Meals:	$256.00
Airfare:	$490.60 (NONrefundable fare)
Incidentals:	$100.00 (travel agent fee, airport parking; taxi)
Registration Fees:	

TOTAL: $866.60

*Travel expenses are reimbursable by MUSL.

EMPLOYEE: [signature] DATE: 2-22-18

MANAGER: ______ DATE: ______

DIRECTOR: ______ DATE: ______

CONTROLLER: Kathy Pyka DATE: 2/22/18
(signature required for out-of-state travel only)

EXECUTIVE DIRECTOR: [signature] DATE: 2/22/18
(signature required for out-of-state travel only)

Comptroller of Public Accounts FORM 73-174-1 (Rev.4-16/9)

TRAVEL VOUCHER / FORM

1. Archive reference number	2. Agency number	3. Agency name	4. Current document number
12858	362	Texas Lottery Commission	11804785

5. Effective date (Agency use)	6. Doc date (First date of travel)	7. Doc agency	8. FY	9. Document amount
	07/23/18	362	18	$ 501.15

10. Pay to: Gary N. Grief
Austin, TX

PAID
PAYMENT # 2955052
AUG 09 2018
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
001	13009	225	5025	25009	18	7111	$ 173.00
	INVOICE NUMBER	PMT DUE DATE	AGENCY USE				
		9/1/18	00100 Executive				
	AGENCY USE						

15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
002	13009	225	5025	25009	18	7112	$ 10.15
	INVOICE NUMBER	PMT DUE DATE	AGENCY USE				
	AGENCY USE						

15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
003	13009	225	5025	25009	18	7114	$ 265.50
	INVOICE NUMBER	PMT DUE DATE	AGENCY USE				
	AGENCY USE						

16. Service date (Last date of travel): 7/27/18

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) .545	$ 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 173.00 — Air fare — Rental car	$ 173.00
Personal car mileage-*This amount comes from the totals in Y for Out-of-State Mileage Total* 18.63 Miles @ (Rate set by Legislature) .545	$ 10.15
Meals and / or lodging-*This amount comes from the totals in V+W (or X, if applicable) fields*	$ 265.50
Parking — Description: Airport parking 10.50 X 5 days	$ 52.50
Incidental expenses (Itemize) Travel agent fee ($11.79) -CBA	
TOTAL	$ 501.15

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

sign here ▸ Claimant [signature] Date 8/2/18

sign here ▸ Supervisor Date

20. Contact name: Jill Merdamph 9/6/18

Phone (Area code and number)

21. Agency use

22. Agency Approval sign here ▸ [signature] Title Date 8/7/18

Agency Approval sign here ▸ Kathy Pyka Title Date 8/7/18

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	18	7115	$ 52.50

INVOICE NUMBER	PMT DUE DATE	AGENCY USE

AGENCY USE

15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT

INVOICE NUMBER	PMT DUE DATE	AGENCY USE

AGENCY USE

15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT

INVOICE NUMBER	PMT DUE DATE	AGENCY USE

AGENCY USE

15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT

INVOICE NUMBER	PMT DUE DATE	AGENCY USE

AGENCY USE

15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT

INVOICE NUMBER	PMT DUE DATE	AGENCY USE

AGENCY USE

15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT

INVOICE NUMBER	PMT DUE DATE	AGENCY USE

AGENCY USE

15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT

INVOICE NUMBER	PMT DUE DATE	AGENCY USE

AGENCY USE

15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT

INVOICE NUMBER	PMT DUE DATE	AGENCY USE

AGENCY USE

Form 73-174-3(Rev.4-16/9)

IN-STATE MEALS AND LODGING

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	ACTUAL EXPENSE		
Date	Hour	Min.	m.	Date	Hour	Min.	m.					G. Meals	H. Lodging	I. TOTAL
TOTAL MEALS NON OVERNIGHT								J.	TOTAL MEALS & LODGING		K.	TOTAL ACTUAL EXPENSE		L.

OUT-OF-STATE MEALS AND LODGING

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	ACTUAL EXPENSE		
Date	Hour	Min.	m.	Date	Hour	Min.	m.					S. Meals	T. Lodging	U. TOTAL
07/23/18	4	15	a									$ 59.00		$ 59.00
07/24/18												$ 59.00		$ 59.00
07/25/18												$ 59.00		$ 59.00
07/26/18												$ 59.00		$ 59.00
				07/27/18	3	40	p					$ 29.50		$ 29.50
TOTAL MEALS NON OVERNIGHT								V.	TOTAL MEALS & LODGING		W.	TOTAL ACTUAL EXPENSE		X. $ 265.50

DATE	Y. INFORMATION REQUIRED BY TEXTRAVEL AND OTHER PERTINENT INFORMATION	TYPE (I or O)	MILEAGE POINT TO POINT*
07/23/18	From personal residence in Austin, TX to Austin Bergstrom International Airport (ABIA) via personal vehicle (outside normal work hours). From ABIA to Orlando, FL via commercial airlines to attend the North American Association of State & Provincial Lotteries (NASPL) Professional Development Seminar. Overnight lodging direct billed to NASPL. Taxi from airport to hotel.	O	11.9
07/24/18	Attended the NASPL Seminar.		
07/25/18	Attended the NASPL Seminar.		
07/26/18	Attended the NASPL Seminar.		

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

~~IN~~-STATE MILEAGE TOTAL I		OUT-OF-STATE MILEAGE TOTAL O	18.6

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

Form 73-174-4(Rev.4-16/9)

CONTINUATION SHEET

DATE	Y. INFORMATION REQUIRED BY TEXTRAVEL AND OTHER PERTINENT INFORMATION	TYPE (I or O)	MILEAGE POINT TO POINT*
07/27/18	From Orlando, FL to Austin, TX via commercial airlines. From ABIA to personal residence via personal vehicle (during normal work hours; claiming lesser mileage between ABAI and Lottery headquarters). Taxi from hotel to airport.	O	6.73 jn
	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 Google Maps (used Google Maps to show mileage for residence-ABIA-residence because employee's new residence address is not yet available via Mapquest) and Mapquest.		

INTEROFFICE MEMO

Gary Grief, Executive Director *Ed Rogers, Acting Charitable Bingo Operations Director*

To: Travel Coordinator

From: Gary Grief

Date: May 21, 2018

Re: Travel Request

2018 MAY 21 PM 2:18
OFFICE OF THE CONTROLLER

TRAVELER:	Gary Grief
DESTINATION:	Orlando, FL
DATES OF TRAVEL:	July 23-27, 2018
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 and Audit subcommittees, Mr. Grief will facilitate the subcommittee agendas and related presentations.

*ESTIMATED COSTS:

Registration	Waived	
Airfare	$846.60 ✓	(fully refundable)
Processing Fee	$11.79 ✓	
Lodging	NASPL	(Masterbilled to NASPL)
Meals	$295.00	($59 x 5 days) ✓
Mileage	$20.00 ✓	
Incidentals	$100.00 ✓	(airport parking; taxi)
TOTAL:	$1,273.39 ✓	

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

EMPLOYEE: Gary Grief DATE: 5-21-18

MANAGER: ______________ DATE: ______________

DIRECTOR: ______________ DATE: ______________

CONTROLLER: Kathy Pyka DATE: 5/21/18
(signature required for out-of-state travel only)

EXECUTIVE DIRECTOR: for Gary Grief DATE: 5/29/18
(signature required for out-of-state travel only)

5/21/18

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
7/23/2018	7/27/2018	Orlando, FL - NASPL Professional Development Seminar	
		Airfare	$846.60
		Mileage - Personal residence to Austin Begstrom Intl Airport (11.9); Austin Bergstrom Intl Airport to headquarters (6.7) - see attached Google maps calculations 18.6 total miles @ .545/mile= $10.14	$10.14
Travel Expense Subtotal:			$856.74

LODGING & MEAL EXPENSES

Date	Lodging Description	Lodging	Breakfast	Lunch	Dinner	Subtotal
7/23/2018	Direct Bill to NASPL		$7.97	$12.39	$23.89	$44.25
7/24/2018			$10.62	$0.00	$0.00	$10.62
7/25/2018			$10.62	$0.00	$31.86	$42.48
7/26/2018			$10.62	$0.00	$31.86	$42.48
7/27/2018			$7.97	$12.39	$23.89	$44.25
						$184.08
Lodging and Meal Expense Subtotal:		$0.00	$47.80	$24.78	$111.50	$184.08

MISCELLANEOUS EXPENSES

Date	Explanation	Amount
7/23/2018	Travel agent fee for airfare booking	$11.79
7/23/2018	Taxi from airport/hotel/airport 7/23/18 and 7/27/18	$173.00
7/27/2018	Airport parking	$52.50
Miscellaneous Expense Subtotal:	$US	$237.29

Total Expenses	$1,278.11
Less Any Cash Advance	$0.00
Total Payment:	$1,278.11

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

Signature ______________________ Date 8/2/18

Approved ______________________ Date ______

Prof Dev Seminar Orlando 7-23-18 8/2/2018

Comptroller of Public Accounts FORM 73-174-1 (Rev.4-16/9)

TRAVEL VOUCHER / FORM

1. Archive reference number	2. Agency number	3. Agency name	4. Current document number
12510	362	Texas Lottery Commission	11803704

5. Effective date (Agency use)	6. Doc date (First date of travel)	7. Doc agency	8. FY	9. Document amount
	04/30/18	362	18	190.06 ~~$ 201.71~~

10. Pay to: Robert Forrest Biard
611 East 6th Street
Austin, TX 78701

PAID
PAYMENT # 0778652

11. Title: General Counsel

12 Designated headquarters: Austin, TX 78701

13. Texas Identification number: 70003387811PR1

14. AGENCY USE: MAR 14 2018

DIRECT DEPOSIT / WARRANT

15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
001	13009	225	5025	25009	18	7112	$ 9.72
	INVOICE NUMBER:	PMT DUE DATE: 6-6-18	AGENCY USE: 00501				
002	13009	225	5025	25009	18	7116	123.84 ~~$ 135.49~~
003	13009	225	5025	25009	18	7115	$ 56.50

16. Service date (Last date of travel): ~~4/17/18~~ 5/2/18

17. Description (Agency use only): All travel conducted for official 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) .545	$ 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 CBA / Rental car	
Personal car mileage-This amount comes from the totals in Y for Out-of-State Mileage Total 17.84 Miles @ (Rate set by Legislature) .545	$ 9.72
Meals and / or lodging-This amount comes from the totals in V+W (or X, if applicable) fields	123.84 ~~$ 135.49~~
Parking — Description: ABIA parking (3 days @ $10.50)	$ 31.50
Incidental expenses (Itemize) baggage fee ($25.00)	$ 25.00
TOTAL	190.06 ~~$ 201.71~~

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

sign here Claimant: Bob Biard — Date: 5.7.2018
sign here Supervisor: Bob Biard — Date: 5.7.2018

20. Contact name: [illegible] 5/10/18 [illegible] 5/10/18
Phone (Area code and number)
21. Agency use

22. Agency Approval sign here: Kathy Pyka — Title — Date: 5/10/18

Agency Approval sign here: Kpyka for G. Grief — Title — Date: 5/11/18

Form 73-174-3(Rev.4-16/9)

IN-STATE MEALS AND LODGING												ACTUAL EXPENSE		
A. Leave Headquarters				B. Arrive Headquarters				C. Meals non-overnight not to exceed $36	D. Meals not to exceed Maximum Rate	E. Lodging not to exceed Maximum Rate	F. TOTAL	G. Meals	H. Lodging	I. TOTAL
Date	Hour	Min.	m.	Date	Hour	Min.	m.							
TOTAL MEALS NON OVERNIGHT								J.	TOTAL MEALS & LODGING		K.	TOTAL ACTUAL EXPENSE		L.

OUT-OF-STATE MEALS AND LODGING												ACTUAL EXPENSE		
M. Leave Headquarters				N. Arrive Headquarters				O. Meals non-overnight not to exceed $36	P. Meals not to exceed Maximum Rate	Q. Lodging not to exceed Maximum Rate	R. TOTAL	S. Meals	T. Lodging	U. TOTAL
Date	Hour	Min.	m.	Date	Hour	Min.	m.							
04/30/18	10	41	a						41.55 ~~$ 50.20~~		41.55 ~~$ 50.20~~			
05/01/18									$ 45.72		$ 45.72			
				05/02/18	8	35	p		$ 36.57		$ 36.57			
TOTAL MEALS NON OVERNIGHT								V.	TOTAL MEALS & LODGING		W. $ 123.84 ~~135.49~~	TOTAL ACTUAL EXPENSE		X.

DATE	Y. INFORMATION REQUIRED BY TEXTRAVEL AND OTHER PERTINENT INFORMATION	TYPE (I or O)	MILEAGE POINT TO POINT*
04/30/18	Bob Biard conducted a site visit for the Scratch Ticket Manufacturing & Services. Mr. Biard traveled with Ami Smith, Amy Snell, Robert Tirloni, Angela Zgarba to represent the agency.		
04/30/18	Mr. Biard departed from his personal residence to the Austin Bergstrom International Airport (ABIA) via personally owned vehicle (POV). Claiming shorter distance from Texas Lottery Commission (TLC) to ABIA. Mr. Biard did park his POV at ABIA. Texas Lottery Commission (TLC) will be directly billed for the airfare as well as lodging (CBA).	O	8.58
04/30/18	(continued) Mr. Biard took a commerical flight to Tampa, Florida. Mr. Biard was a passenger in the vehicle rented by Robert Tirloni. Mr. Biard stayed at the Hilton Garden Inn, Lakeland, Florida.		
05/01/18	Mr. Biard checked out of Hilton Garden Inn, Lakeland, Florida. Passenger in rental vehicle, drove to the site visit for the Scratch Ticket Manufacturing & Services with International Game Technology (IGT).		

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

IN-STATE MILEAGE TOTAL I		OUT-OF-STATE MILEAGE TOTAL O	17.84

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*
	(continued) Mr. Biard departed Tampa, Flordia on a commerical flight to Atlanta, Georgia. Mr. Biard arrived in Atlanta, Georgia. Mr. Biard was a passenger in the vehicle rented by Robert Tirloni. Mr. Biard stayed at the Holiday Inn Express & Suites Alpharetta-Windward Parkway, Alpharetta, Georgia.		
05/02/18	Mr. Biard checked out of Holiday Inn Express & Suites Alpharetta-Windward Parkway hotel and drove to site visit for the Scratch Ticket Manufacturing & Services with Scientific Games. Mr. Biard departed Atlanta airport and took a commercial flight back to Austin, Texas. Mr. Biard picked up his POV from the airport parking facility and drove to his personal residence after regular working hours		
	(continued) and is claiming distance to residence.	O	9.26
	All travel was for official Lottery business. ✓ Regular business hours: 8:00am-5:00pm ✓ Mileage obtained by MapQuest ✓ CBA - Central Billing Account ✓		
	POV - Personally Owned Vehicle ✓ TLC - Texas Lottery Commission ✓ ABIA - Austin-Bergstrom International Airport ✓		

INTEROFFICE MEMO

Gary Grief, Executive Director

Alfonso D. Royal III, Charitable Bingo Operations Director

To: Travel Coordinator

From: Casey Austin
Executive Assistant

Date: April 2, 2018

Re: Travel Request

TRAVELER:	Bob Biard
DESTINATION:	Lakeland, FL and Alpharetta, GA
DATES OF TRAVEL:	4/30/18 – 5/2/18
MODE OF TRAVEL:	Commercial Airlines/Rental Car

PURPOSE OF TRAVEL & EXPECTED BENEFITS: Bob Biard will be conducting site visits for the Scratch Ticket Manufacturing & Services Request for Proposal. It is anticipated that vendors will include Pollard, IGT, and Scientific Games as they are current print vendors and have participated in the proposal process to date. This Travel Request Memo is to pre-book travel in order to obtain prices at the lowest cost to the state. Airfare is fully refundable. If bids are not received from all three vendors, travel will be cancelled as appropriate. Mr. Biard will be a passenger in the vehicle rented by R. Tirloni.

ESTIMATED COSTS:

Airfare	$1156.00	refundable
Processing Fee	$23.58	
Lodging	$241.00	($93 + $148 + tax)
Rental Car	$0.00	
Meals	$189.00	($51 + $69 + $69)
Mileage	$15.00	estimated
Incidentals	$85.00	($35 airport parking; $50 bag fees)
TOTAL:	**$1709.58**	

EMPLOYEE: Bob Biard DATE: 4.3.2018

MANAGER: ______________ DATE: ______________

DIRECTOR: Bob Biard DATE: 4.3.2018

CONTROLLER: Kathy Pyka DATE: 4/9/18
(signature required for out-of-state travel only)

EXECUTIVE DIRECTOR: Gary Grief DATE: 4/9/18
(signature required for out-of-state travel only)

73-174-1
(Rev.4-16/9)

TRAVEL VOUCHER / FORM

1. Archive reference number	2. Agency number	3. Agency name	4. Current document number
12831	362	Texas Lottery Commission	11804765

5. Effective date (Agency use)	6. Doc date (First date of travel)	7. Doc agency	8. FY	9. Document amount
	07/24/18	362	18	$76.52 ~~$77.81~~

10. Pay to: Robert Forrest Biard
611 East 6th Street
Austin, TX 78701

PAID
PAYMENT # 2969450
AUG 10 2018

11. Title: General Counsel

12 Designated headquarters: Austin, TX 78701

13. Texas Identification number: 70003387811PR1

14. AGENCY USE: DIRECT DEPOSIT / WARRANT

15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
001	13009	225	5025	25009	18	7112	9.72 ~~$10.81~~
	INVOICE NUMBER:	PMT DUE DATE: 9-1-18	AGENCY USE: 00501				
	AGENCY USE:						
002	13009	225	5025	25009	18	7114	$ 31.30
	INVOICE NUMBER:	PMT DUE DATE:	AGENCY USE:				
	AGENCY USE:						
003	13009	225	5025	25009	18	7115	$ 35.50
	INVOICE NUMBER:	PMT DUE DATE:	AGENCY USE:				
	AGENCY USE:						

16. Service date (Last date of travel): 7/27/18

17. Description (Agency use only): All travel conducted for official 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) .545	$ 0.00
Meals and / or lodging-*This amount comes from the totals in J+K (or L, if applicable) fields*	
Hotel Occupancy Tax	
Parking — Description:	
Incidental expenses (Itemize)	
Expense itemization for out-of-state travel:	
Fares, Public transportation — Taxi / Air fare / Rental car	
Personal car mileage-*This amount comes from the totals in Y for Out-of-State Mileage Total* ~~20.2~~ 17.84 Miles @ (Rate set by Legislature) .545	9.72 ~~$ 11.01~~
Meals and / or lodging-*This amount comes from the totals in V+W (or X, if applicable) fields*	$ 31.30
Parking — Description: ABIA parking 4 days ~~$8.88~~ a day	$ 35.50
Incidental expenses (Itemize)	
TOTAL	76.52 ~~$77.81~~

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

sign here — Claimant: Bob Biard — Date: 8-2-2018

sign here — Supervisor: Bob Biard — Date: 8-2-2018

20. Contact name: [signature] 8/6/18

Phone (Area code and number):

21. Agency use

22. Agency Approval sign here — [signature] — Title — Date 8/6/18

Agency Approval sign here — [signature] — Title — Date 8/8/18

Form 73-174-3(Rev.4-16/9)

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~~ 18	~~10~~ 8	~~11~~ 20	a	✓								$ 13.85	✓	$ 13.85
07/25/~~17~~ 18												$ 13.95	✓	$ 13.95
07/26/~~17~~ 18												$ 3.50	✓	$ 3.50
~~07/27/17~~				7/27/18	9	36	a	✓						
TOTAL MEALS NON OVERNIGHT								V.	TOTAL MEALS & LODGING		W.	TOTAL ACTUAL EXPENSE		X. $ 31.30 ✓

DATE	Y. INFORMATION REQUIRED BY TEXTRAVEL AND OTHER PERTINENT INFORMATION	TYPE (I or O)	MILEAGE POINT TO POINT*
07/24/18	Bob Biard attended the North American State and Provincial Lottery (NASPL) Professional Development Seminar in Orlando, FL to keep abreast of industry marketing trends, new products, legal and financial activity. Mr. Biard traveled with the Executive Director Gary Grief to represent the agency and is seeking reimbursement of meals and lodging expenses for this trip.		
07/24/18	Mr. Biard departed from his personal residence to the Austin Bergstrom International Airport (ABIA) via personally owned vehicle (POV). Mr. Biard did park at ABIA. Texas Lottery Commission (TLC) will be directly billed for the airfare as well as lodging (CBA). For the duration of the trip, Mr. Biard stayed at the Dolphin Hotel in Lake Buena Vista, FL. Claiming Mileage from shortest distance TLC to ABIA left during normal working hours.	O	8.58 ~~10.94~~
07/24/18	(continued) Mr. Biard used a shuttle service. The shuttle was shared with other TLC employees traveling together (the fee was charged to the TLC credit card). Mr. Biard attended the NASPL Conference and overnighted at the Dolphin Hotel.		
07/25/18	Mr. Biard attended the NASPL Conference. He overnighted at the Dolphin Hotel.		

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

IN-STATE MILEAGE TOTAL I		OUT-OF-STATE MILEAGE TOTAL O	17.84 ~~20.2~~

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

Form 73-174-4(Rev.4-16/9)

CONTINUATION SHEET

DATE	Y. INFORMATION REQUIRED BY TEXTRAVEL AND OTHER PERTINENT INFORMATION	TYPE (I or O)	MILEAGE POINT TO POINT*
07/26/18	Mr. Biard attended the NASPL Conference. He overnighted at the Dolphin Hotel.		
07/27/18	Mr. Biard checked out of the Dolphin Hotel in Lake Buena Vista, FL and was taken by shuttle service to travel from the hotel to the airport (shuttle was shared with other TLC employees traveling together and charged to the TLC's credit card). Mr. Biard took a commercial flight back to Austin.		
07/27/18	(continued) Mr. Biard drove in POV from ABIA to his personal residence during regular working hours and is claiming shorter distance to TLC.	O	9.26
	All travel was for official Lottery business. Regular business hours: 8:00am-5:00pm Mileage obtained by MapQuest CBA - Central Billing Account		
	POV - Personally Owned Vehicle TLC - Texas Lottery Commission ABIA - Austin-Bergstrom International Airport		

INTEROFFICE MEMO

TEXAS LOTTERY COMMISSION

Gary Grief, Executive Director   Ed Rogers, Acting Charitable Bingo Operations Director

To: Travel Coordinator

From: Casey Austin
Executive Assistant

Date: May 15, 2018

Re: Travel Request

TRAVELER:	Bob Biard
DESTINATION:	Orlando, FL
DATES OF TRAVEL:	7/23/18 – 7/27/18
MODE OF TRAVEL:	Commercial Airlines

PURPOSE OF TRAVEL & EXPECTED BENEFITS: Bob Biard will be attending the North American Association of State and Provincial Lotteries (NASPL) Professional Development Seminar in Orlando, Florida. Mr. Biard will be traveling with the Executive Director to represent the agency and is seeking reimbursement of actual lodging expenses. (Tex. Gov't Code Ann. § 660.206 (b)).

ESTIMATED COSTS:

Registration	$650.00	
Airfare	$598.00	refundable
Processing Fee	$11.79	
Lodging	$975.52	($199 x 4 nights + tax)
Meals	$295.00	($59 x 5 days)
Mileage	$20.00	estimated
Incidentals	$113.30	($55 airport parking; $33.30 shuttle, $50 bag fees)
TOTAL:	**$2,663.61**	

EMPLOYEE: Bob Biard DATE: 5.15.2018

MANAGER: ____________ DATE: ____________

DIRECTOR: Bob Biard DATE: 5.15.2018

CONTROLLER: [signature] DATE: 5/17/18
(signature required for out-of-state travel only)

EXECUTIVE DIRECTOR: [signature] DATE: 5/17/18
(signature required for out-of-state travel only)

434536

73-174-1
(Rev.4-16/9)

TRAVEL VOUCHER / FORM

1. Archive reference number	2. Agency number	3. Agency name	4. Current document number
12833	362	Texas Lottery Commission	11804771

5. Effective date (Agency use)	6. Doc date (First date of travel)	7. Doc agency	8. FY	9. Document amount
	07/24/18	362	18	$ 204.31

10. Pay to:
Mario Valdez
P.O. Box 16630
Austin, TX 78761-6630

PAID
PAYMENT # 2969451
AUG 10 2018

11. Title: Enforcement Director

12 Designated headquarters: Austin

13. Texas Identification number: 70006577244PR1

14. AGENCY USE: DIRECT DEPOSIT / WARRANT

15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
001	13008	225	5025	25008	18	7112	$ 19.06
	INVOICE NUMBER:	PMT DUE DATE: 9-2-18	AGENCY USE: 00130				
002	13008	225	5025	25008	18	7114	$147.75 $ ~~191.75~~
	INVOICE NUMBER:	PMT DUE DATE:	AGENCY USE: 00130				
003	13008	225	5025	25008	18	7115	$ 37.50
	INVOICE NUMBER:	PMT DUE DATE:	AGENCY USE: 00130				

16. Service date (Last date of travel): 7/27/18

17. Description (Agency use only): All travel is for official Texas Lottery business.

18. DISTRIBUTION

	AMOUNT
Expense itemization for in-state travel:	
Fares, Public transportation — Taxi ~~CBA~~ NA — Air fare ~~CBA~~ NA — Rental car	
Personal car mileage-This amount comes from the totals in Y for In-State Mileage Total — Miles @ (Rate set by Legislature) .545	$ 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 CBA — Air fare CBA — Rental car	
Personal car mileage-This amount comes from the totals in Y for Out-of-State Mileage Total 34.97 Miles @ (Rate set by Legislature) .545	$ 19.06
Meals and / or lodging-This amount comes from the totals in V+W (or X, if applicable) fields	$ 147.75
Parking — Description: Austin Bergstrom International Airport Parking, 4 Days x $9.375 = $37.50	$ 37.50
Incidental expenses (Itemize)	
TOTAL	$ 204.31

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

sign here Claimant [signature] Date 8-3-18
sign here Supervisor Date

20. Contact name [signature] 8/7/18 [signature] 8/7/18
Phone (Area code and number)
21. Agency use

22. Agency Approval sign here Kathy Pyka Title Date 8/7/18

Agency Approval sign here [signature] Title Date 8/8/18

Form 73-174-3(Rev.4-16/9)

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.							
07/24/18	7	00	A									$ 15.00		$ 15.00
07/25/18												$ 59.00		$ 59.00
07/26/18												$ 59.00		$ 59.00
				07/27/18	9	36	A					$ 14.75		$ 14.75
TOTAL MEALS NON OVERNIGHT								V.	TOTAL MEALS & LODGING		W.	TOTAL ACTUAL EXPENSE		X. $ 147.75

DATE	Y. INFORMATION REQUIRED BY TEXTRAVEL AND OTHER PERTINENT INFORMATION	TYPE (I or O)	MILEAGE POINT TO POINT*
07/24/18	Mario Valdez traveled in his personally owned vehicle to the Austin Bergstrom International Airport (ABIA) and parked his car at Austin Fast Park. He traveled by commercial airline to Orlando, Florida to participate in the North American Association of State and Provincial Lotteries (NASPL) Professional Development Seminar. The flight was paid for by the Central Billing Account (CBA). He took a shuttle	O	25.19
07/24/18	(continued) to his hotel, the Sheraton Walt Disney World Dolphin. The shuttle and the hotel were both paid for by the CBA. He overnighted at the hotel.		
07/25/18	Mr. Valdez attended the NAPSL Professional Development Seminar. He overnighted at the Walt Disney World Dolphin Hotel.		
07/26/18	Mr. Valdez attended the last day of the NAPSL Professional Development Seminar. He overnighted at the Walt Disney World Dolphin Hotel.		

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

IN-STATE MILEAGE TOTAL I		OUT-OF-STATE MILEAGE TOTAL O	34.97

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*
07/27/18	Mr. Valdez checked out of his hotel and took a shuttle (paid for by the CBA) to the airport. He traveled back to Austin, Texas by commercial airline. He picked up his car and traveled to his residence (he is claiming miles to Headquarters since the return to Austin was within working hours). (The hotel bill shows a credit for the night Mr. Valdez missed (7/23/18) because of a travel delay.) Shortest distance applied	O	9.78
	Mr. Valdez traveled with the Executive Director to represent the agency and is seeking reimbursement of actual expenses. All travel was for official Texas Lottery business. Regular work hours: 8:00-5:00 pm, Mon-Fri.		

INTEROFFICE MEMO

Gary Grief, Executive Director   Ed Rogers, Acting Charitable Bingo Operations Director

To: Travel Coordinator

From: Casey Austin
Executive Assistant

Date: May 15, 2018

Re: Travel Request

TRAVELER:	Mario Valdez
DESTINATION:	Orlando, FL
DATES OF TRAVEL:	7/23/18 – 7/27/18
MODE OF TRAVEL:	Commercial Airlines

PURPOSE OF TRAVEL & EXPECTED BENEFITS: Mario Valdez will be attending the North American Association of State and Provincial Lotteries (NASPL) Professional Development Seminar in Orlando, Florida. Mr. Valdez will be traveling with the Executive Director to represent the agency and is seeking reimbursement of actual lodging expenses. (Tex. Gov't Code Ann. § 660.206 (b)).

<u>ESTIMATED COSTS</u>:

Registration	$650.00	
Airfare	$598.00	refundable
Processing Fee	$11.79	
Lodging	$975.52	($199 x 4 nights + tax)
Meals	$295.00	($59 x 5 days)
Mileage	$20.00	estimated
Incidentals	$113.30	($55 airport parking; $33.30 shuttle, $50 bag fees)
TOTAL:	**$2,663.61**	

EMPLOYEE: ____________ DATE: 5-15-18

MANAGER: ____________ DATE: ____________

DIRECTOR: ____________ DATE: ____________

CONTROLLER: Kathy Pyka DATE: 5/17/18
(signature required for out-of-state travel only)

EXECUTIVE DIRECTOR: ____________ DATE: 5/17/18
(signature required for out-of-state travel only)

Comptroller of Public Accounts Form 73-174 Rev. (9-01/7)

TRAVEL VOUCHER / FORM

1. Archive reference number	2. Agency number	3. Agency Name				4. Current document number
128Le4	362 ✓	Texas Lottery Commission ✓				11804816
	5. Effective date (Agency use)	6. Doc date (First date of travel)	7. DOC agency	8. FY	9. Document amount	
		07-24-18	362 ✓	2018 ✓	$233.41	

10. Pay to:
Kathy Pyka
Texas Lottery Commission

PAID PAYMENT # 29836688
AUG 13 2018

11. Title: Controller ✓
12. Designated headquarters: Austin, Texas ✓

13. Texas identification number: ✓ 70007374112 PR1 ✓

14. I am an "appointed officer" and certify that all documentation required to be filed with the Texas Ethics Commission has been filed.
sign here ▶ DIRECT DEPOSIT / WARRANT

15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
001	13009 ✓	225 ✓	5025 ✓	25009 ✓	18 ✓	7112 ✓	6.91
	INVOICE NUMBER:	PMT DUE DATE: 9/6/18	AGENCY USE: 00200 - Office of the Controller ✓				
	AGENCY USE						
002	13009	225	5025	25009	18 ✓	7114 ✓	191.75 ✓
	INVOICE NUMBER	PMT DUE DATE	AGENCY USE				
	AGENCY USE						
003	13009	225	5025	25009	18	7115	34.75
	INVOICE NUMBER	PMT DUE DATE	AGENCY USE				
	AGENCY USE						

16. Service date (Last date of travel): 07-27-18

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	0.00
Personal car mileage	0.00 Miles @ (Rate set by Legislature) 0.545	0.00
Meals and / or lodging		0.00
Parking		0.00
Incidental expenses (itemize)		0.00
		0.00
Expense itemization for out-of-state travel:		
Fares, Public transportation	Taxi *CBA / Air Fare *CBA / Rental Car	0.00
Personal car mileage	12.67 Miles @ (Rate set by Legislature) 0.545	6.91 ✓
Meals and / or lodging	$191.75 meals/lodging *CBA	191.75 ✓
Parking	airport - 4 days	34.75
Incidental expenses (Itemize)		
		0.00
* Central Billed Account	TOTAL	$233.41 ✓

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

Claimant	Date	Supervisor	Date
sign here ▶ Kathy Pyka	8/7/18	sign here ▶	

20. Contact name: Anthony Vela [signature] 8/9/18 [signature]
Phone (Area code and number): ~~512-344-5104~~ 8/9/18
21. Agency use

22. Approval		Title	Date
Agency sign here ▶	[signature]		8.9.18
Agency sign here ▶	[signature]		8/9/18

IN-STATE MEALS AND LODGING

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	ACTUAL EXPENSE 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

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	ACTUAL EXPENSE s. Meals	t. Lodging	u. TOTAL
Date	Hour	Min.	m.	Date	Hour	Min.	m.							
07-24-18	8	11	a	✓								59.00		59.00
07-25-18												59.00		59.00
07-26-18												59.00		59.00
				07-27-18	9	36	a	✓				14.75		14.75
							TOTAL MEALS NON OVERNIGHT	v.	TOTAL MEALS & LODGING		w.	TOTAL ACTUAL EXPENSE		x. ✓191.75

DATE	y. INFORMATION REQUIRED BY TEXTRAVEL AND OTHER PERTINENT INFORMATION	Mileage Point to Point
07-24-18	Departed personal residence in West Austin to Austin Bergstrom International Airport (ABIA) via personally owned vehicle (POV). Flew commercial airlines from Austin, Texas to Orlando, Florida to attend the North American Association of State & Provincial Lotteries (NASPL) Annual Conference. Traveled via shuttle (shared with other attendees - *CBA) from Orlando International Airport (MCO) to the Dolphin Hotel. Registered for conference and attended all delegate event. Original flight was to depart on 7/23/18 but was cancelled and rescheduled for 7/24/18. Only claiming mileage to Texas Lottery Commission (TLC) headquarters.	6.42
07-25-18	Attended NASPL Conference	
07-26-18	Attended NASPL Conference	
07-27-18	Departed hotel via shuttle (shared with other attendees - *CBA); Flew commercial airlines from Orlando to Austin. $34.75 parking; Only claiming mileage to Texas Lottery Commission (TLC) headquarters as arrived during work hours.	6.25
	- all mileage calculated using MapQuest; normal work hours 8:00am - 5:00pm - Airfare, lodging, and shuttle was billed to the Central Billed Account (*CBA) - Claiming actual lodging expense due to traveling with the Executive Director - All above travel was official Lottery business related to regulation as mandated by the Texas Lottery Commission	
	*Show point-to-point breakdown, including intra-city mileage claims Total:	12.67

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

INTEROFFICE MEMO

Gary Grief, Executive Director   Ed Rogers, Acting Charitable Bingo Operations Director

To: Travel Coordinator

From: Casey Austin
Executive Assistant

Date: May 15, 2018

Re: Travel Request

TRAVELER:	Kathy Pyka
DESTINATION:	Orlando, FL
DATES OF TRAVEL:	7/23/18 – 7/27/18
MODE OF TRAVEL:	Commercial Airlines

PURPOSE OF TRAVEL & EXPECTED BENEFITS: Kathy Pyka will be attending the North American Association of State and Provincial Lotteries (NASPL) Professional Development Seminar in Orlando, Florida. Ms. Pyka will be traveling with the Executive Director to represent the agency and is seeking reimbursement of actual lodging expenses. (Tex. Gov't Code Ann. § 660.206 (b)).

ESTIMATED COSTS:

Registration	$650.00	
Airfare	$598.00	refundable
Processing Fee	$11.79	
Lodging	$975.52	($199 x 4 nights + tax)
Meals	$295.00	($59 x 5 days)
Mileage	$20.00	estimated
Incidentals	$113.30	($55 airport parking; $33.30 shuttle, $50 bag fees)
TOTAL:	**$2,663.61**	

EMPLOYEE: Kathy Pyka   DATE: 5/15/18

MANAGER: ____________   DATE: ____________

DIRECTOR: ____________   DATE: ____________

CONTROLLER: Kathy Pyka   DATE: 5/17/18
(signature required for out-of-state travel only)

EXECUTIVE DIRECTOR: [signature]   DATE: 5/17/18
(signature required for out-of-state travel only)

73-174-1
(Rev.4-16/9)

TRAVEL VOUCHER / FORM

1. Archive reference number	2. Agency number	3. Agency name				4. Current document number
12511	362	Texas Lottery Commission				11803732
	5. Effective date (Agency use)	6. Doc date (First date of travel)	7. Doc agency	8. FY	9. Document amount	
		04/30/18	362	18	232.53 $ ~~235.53~~	

10. Pay to: Ryan S. Mindell
P.O. Box 16630
Austin, Texas 78761-6630

PAID
PAYMENT # 0778657
MAR 14 2018

11. Title: Lottery Operations Director

12 Designated headquarters: Austin

13. Texas Identification number: 70038719186PR1

14. AGENCY USE: DIRECT DEPOSIT / WARRANT

15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
001	13006	225	5025	25006	18	7115	$ 31.50
	INVOICE NUMBER:	PMT DUE DATE: 6-6-18	AGENCY USE: 00600				
	AGENCY USE:						

15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
002	13006	225	5025	25006	18	7116	189.00 $ ~~192.00~~
	INVOICE NUMBER:	PMT DUE DATE:	AGENCY USE: 00600				
	AGENCY USE:						

15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
003	13006	225	5025	25006	18	7112	$ 12.03
	INVOICE NUMBER:	PMT DUE DATE:	AGENCY USE: 00600				
	AGENCY USE:						

16. Service date (Last date of travel): 5/2/18

17. Description (Agency use only): All travel is 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) .545	$ 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: CBA — Rental car:	
Personal car mileage-This amount comes from the totals in Y for Out-of-State Mileage Total 22.08 Miles @ (Rate set by Legislature) .545	$ 12.03
Meals and / or lodging-This amount comes from the totals in V+W (or X, if applicable) fields	189.00 $ ~~192.00~~
Parking — Description: Airport Parking Overnight -$31.50; 3days @ 10.50	$ 31.50
Incidental expenses (Itemize)	
TOTAL	232.53 $ ~~235.53~~

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

sign here Claimant: [signature] Date: 5-7-18
sign here Supervisor: Date:

20. Contact name: [signature] 5/10/18 [signature] 5/10/18
Phone (Area code and number):
21. Agency use

22. Agency Approval sign here: Kaohy Pyna — Title: — Date: 5/10/2018

Agency Approval sign here: KP for G Oneff — Title: — Date: 5/11/18

Form 73-174-3(Rev.4-16/9)

IN-STATE MEALS AND LODGING												ACTUAL EXPENSE		
A. Leave Headquarters				B. Arrive Headquarters				C. Meals non-overnight not to exceed $36	D. Meals not to exceed Maximum Rate	E. Lodging not to exceed Maximum Rate	F. TOTAL	G. Meals	H. Lodging	I. TOTAL
Date	Hour	Min.	m.	Date	Hour	Min.	m.							
TOTAL MEALS NON OVERNIGHT								J.	TOTAL MEALS & LODGING		K.	TOTAL ACTUAL EXPENSE		L.

OUT-OF-STATE MEALS AND LODGING												ACTUAL EXPENSE		
M. Leave Headquarters				N. Arrive Headquarters				O. Meals non-overnight not to exceed $36	P. Meals not to exceed Maximum Rate	Q. Lodging not to exceed Maximum Rate	R. TOTAL	S. Meals	T. Lodging	U. TOTAL
Date	Hour	Min.	m.	Date	Hour	Min.	m.							
04/30/18	8	30	a						$ 5~~4~~1.00		$ 5~~4~~1.00			
05/01/18									$ 69.00		$ 69.00			
				05/02/18	8	35	p		$ 69.00		$ 69.00			
											189.00			
TOTAL MEALS NON OVERNIGHT								V.	TOTAL MEALS & LODGING		W. $ ~~192.00~~	TOTAL ACTUAL EXPENSE		X.

DATE	Y. INFORMATION REQUIRED BY TEXTRAVEL AND OTHER PERTINENT INFORMATION	TYPE (I or O)	MILEAGE POINT TO POINT*
04/30/18	Ryan Mindell traveled via personal car (claiming mileage) from headquarters to Austin Bergstrom International Airport (ABIA) from headquarters for flight to Tampa Florida traveled to Lakeland Florida to conduct site visit to International Game Technology (IGT) for Scratch Ticket Manufacturing & Services Request for Proposal. Rode via rental car obtained by Robert Tirloni. Overnighted at the Hilton.	O	8.58
05/01/18	Mr. Mindell attended Scratch Ticket Manufacturing Services RFP (Request for Proposal) site visit at IGT. He then traveled to airport for flight to Atlanta Georgia at 6:25pm. Rode via rental car obtained by Robert Tirloni. He overnighted at Holiday Inn, in Alpharetta Georgia	O	
05/02/18	Mr. Mindell attended Scratch Ticket Manufacturing Services RFP (Request for Proposal) Site Visit at Scientific Games. He headed to airport at 2:30pm and arriving in Austin at 8:35pm. Mr. Mindell is claiming mileage from ABIA to his residence. CBA= Central Billing Account (Airfare & Lodging were CBA)	O	13.50
	All travel was for official Texas Lottery business. Regular work hours are 8:30-5:00 pm, Mon-Fri. 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	22.08

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: Casey Austin
Executive Assistant

Date: April 2, 2018

Re: Travel Request

TRAVELER:	Ryan Mindell
DESTINATION:	Lakeland, FL and Alpharetta, GA
DATES OF TRAVEL:	4/30/18 – 5/2/18
MODE OF TRAVEL:	Commercial Airlines/Rental Car

PURPOSE OF TRAVEL & EXPECTED BENEFITS: Ryan Mindell will be conducting site visits for the Scratch Ticket Manufacturing & Services Request for Proposal. It is anticipated that vendors will include Pollard, IGT, and Scientific Games as they are current print vendors and have participated in the proposal process to date. This Travel Request Memo is to pre-book travel in order to obtain prices at the lowest cost to the state. Airfare is fully refundable. If bids are not received from all three vendors, travel will be cancelled as appropriate. Mr. Mindell will be a passenger in the vehicle rented by R. Tirloni.

ESTIMATED COSTS:

Airfare	$1156.00	refundable
Processing Fee	$23.58	
Lodging	$241.00	($93 + $148 + tax)
Rental Car	$0.00	
Meals	$189.00	($51 + $69 + $69)
Mileage	$15.00	estimated
Incidentals	$85.00	($35 airport parking; $50 bag fees)
TOTAL:	**$1709.58**	

EMPLOYEE: [signature] DATE: 4-3-18

MANAGER: ____________ DATE: ____________

DIRECTOR: [signature] DATE: 4-3-18

CONTROLLER: Kathy Pyka DATE: 4/9/18
(signature required for out-of-state travel only)

EXECUTIVE DIRECTOR: [signature] DATE: 4/9/18
(signature required for out-of-state travel only)

Comptroller of Public Accounts Form 73-174 Rev. (9-01/7)

TRAVEL VOUCHER / FORM

Page 1 of __

1. Archive reference number	2. Agency number	3. Agency Name	4. Current document number
12862	362	Texas Lottery Commission	11804805

5. Effective date (Agency use)	6. Doc date (First date of travel)	7. DOC agency	8. FY	9. Document amount
	07-24-18	362	18	$239.10

10. Pay to:
Ryan S. Mindell
P O Box 16630
Austin Texas 78761

PAID
PAYMENT # 2983696
AUG 13 2018

11. Title: Lottery Operations Director

12. Designated headquarters: Austin

13. Texas identification number: 70038719186PR1

14. I am an "appointed officer" and certify that all documentation required to be filed with the Texas Ethics Commission has been filed.
sign here ▶ DIRECT DEPOSIT / WARRANT

15. SFX	APPN	TC	FUND	PCA	AY	COBJ	AMOUNT
001	13006	225	5025	25006	18	7112	11.85
	INVOICE NUMBER	PMT DUE DATE	AGENCY USE				
		9/5/18	00600				
	AGENCY USE						
002	13006	225	5025	25006	18	71~~18~~14	191.75
	INVOICE NUMBER	PMT DUE DATE	AGENCY USE				
			00600				
	AGENCY USE						
003	13006	225	5025	25006	18	7115	35.50
	INVOICE NUMBER	PMT DUE DATE	AGENCY USE				
			00600				
	AGENCY USE						

16. Service date (Last date of travel): 07-27-18

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	0.00
Personal car mileage 0.00 Miles @ (Rate set by Legislature) 0.545	0.00
Meals and / or lodging	0.00
Parking	0.00
Incidental expenses *(itemize)*	0.00
	0.00
Expense itemization for out-of-state travel:	
Fares, Public transportation — Taxi — Air Fare CBA — Rental Car	0.00
Personal car mileage 21.74 Miles @ (Rate set by Legislature) 0.545	11.85
Meals and / or lodging	191.75
Parking — Airport Parking 3 days 1 hour 27 minutes @ $10.50)	35.50
Incidental expenses *(Itemize)*	
	0.00
TOTAL	$239.10

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

Claimant	Date	Supervisor	Date
sign here ▶ [signature]	8-6-18	sign here ▶	

20. Contact name	Phone (Area code and number)	21. Agency use
[signature] 8/8/18 [signature]	8/9/18	

22. Agency Approval	Title	Date
sign here ▶ [signature]		8/9/18
sign here ▶ [signature]		8/9/18

Form 73-174 (Back)(Rev. 9-01/7)

IN-STATE MEALS AND LODGING

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	ACTUAL EXPENSE 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

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	ACTUAL EXPENSE s. Meals	t. Lodging	u. TOTAL
Date	Hour	Min.	m.	Date	Hour	Min.	m.							
07-24-18	7	30	a						~~59.00~~		~~59.00~~	59.00		59.00
07-25-18									~~59.00~~		~~59.00~~	59.00		59.00
07-26-18									~~59.00~~		~~59.00~~	59.00		59.00
				07-27-18	9	36	a	~~14.75~~				14.75		14.75
							TOTAL MEALS NON OVERNIGHT	v. ~~14.75~~	TOTAL MEALS & LODGING		w. ~~177.00~~	TOTAL ACTUAL EXPENSE		x. 191.75

DATE	y. INFORMATION REQUIRED BY TEXTRAVEL AND OTHER PERTINENT INFORMATION	Mileage Point to Point
07-24-18	Mr. Mindell traveled via personal car from personal residence to Austin Bergstrom International Airport - ABIA for flight to Orlando, Florida to attend the North American Association of Sate and Provincial Lotteries (NASPL) Professional Seminar. Ryan will be traveling with the Executive Director to represent the agency and is seeking reimbursement of actual lodging expenses (Tex Gov't code Ann. 660.206(b))	15.01 ✓
		6.73 ✓
07-25-18	Attended the NASPL Seminar. Overnighted at the Walt Disney World Dolphin Hotel	
07-26-18	Attended the NASPL Seminar. Overnighted at the Walt Disney World Dolphin Hotel	
07-27-18	Mr Mindell traveled from Orlando, Florida via airline back to Austin, Texas. Returned to Austin during regular working hours. Claiming mileage from ABIA to headquarters.	
	Transportation from airport to hotel and hotel to airport was paid for by Kathy Pyka	
	Traveled with Executive Director and is seeking reimbursement of actual lodging expense. All travel was for official Texas Lottery business. Regualr work hours are 8:30-5:30	
	mileage obtained by mapquest	
	*Show point-to-point breakdown, including intra-city mileage claims — Total:	21.74 ✓

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

INTEROFFICE MEMO

Gary Grief, Executive Director   Ed Rogers, Acting Charitable Bingo Operations Director

To: Travel Coordinator

From: Casey Austin
Executive Assistant

Date: May 15, 2018

Re: Travel Request

TRAVELER: Ryan Mindell
DESTINATION: Orlando, FL
DATES OF TRAVEL: 7/23/18 – 7/27/18
MODE OF TRAVEL: Commercial Airlines

PURPOSE OF TRAVEL & EXPECTED BENEFITS: Ryan Mindell will be attending the North American Association of State and Provincial Lotteries (NASPL) Professional Development Seminar in Orlando, Florida. Mr. Mindell will be traveling with the Executive Director to represent the agency and is seeking reimbursement of actual lodging expenses. (Tex. Gov't Code Ann. § 660.206 (b)).

ESTIMATED COSTS:

Registration	$650.00	
Airfare	$598.00	refundable
Processing Fee	$11.79	
Lodging	$975.52	($199 x 4 nights + tax)
Meals	$295.00	($59 x 5 days)
Mileage	$20.00	estimated
Incidentals	$113.30	($55 airport parking; $33.30 shuttle, $50 bag fees)
TOTAL:	**$2,663.61**	

EMPLOYEE: Employee Not Available for Signature DATE: 5-15-18

MANAGER: ______________ DATE: ______________

DIRECTOR: ______________ DATE: ______________

CONTROLLER: Kathy Pyka DATE: 5/17/18
(signature required for out-of-state travel only)

EXECUTIVE DIRECTOR: [signature] DATE: 5/17/18
(signature required for out-of-state travel only)