

CEM TRAVEL/PER-DIEM RATES	
ITEM	RATE
Lodging (Excluding Room Tax & Fees)	\$70/Night
Breakfast	\$7
Lunch	\$11
Dinner	\$18
Incidentals (Meal Tips)	\$3/Day
Mileage (Company, Personal or Rental Vehicle)	\$0.55/Mile

The above meal and lodging per diem rates are applicable from July 1, 2008 through September 30, 2009. Please periodically check this web page, <http://ndep.nv.gov/bca/fundhome.htm>, for rate changes. Please note that mileage rates are commonly changed in January of each calendar year.

**Per-Diem Reimbursement:**

Receipts are not necessary for meals.

Receipts may be necessary for lodging (see below).

Lodging room tax and misc. fees are reimbursable (see below)

- If total lodging costs, including room tax & misc. fees, sum to \$70/night or less, no receipt is necessary for reimbursement.
- If lodging fees only are \$70/night or less, but room tax and misc. fees increase the total amount to more than \$70/night, receipts are necessary for reimbursement.

For Nevada-based CEMs, meal and lodging per diem is reimbursable only if the site is 50-miles or more from the CEM's office.

For out-of-state CEMs, please refer to Appendix B of the State of Nevada Petroleum Fund CEM Cost Guidelines.

The Fund reimburses CEM vehicle usage pursuant to mileage only. If a rental vehicle is necessary, the Fund will reimburse either the actual rental cost or vehicle mileage only.