



STATE OF VERMONT  
GLOSSARY OF TRAVEL EXPENSE CODES

Code Description Report Code Description Report

INSTATE TRAVEL CODES OUT-OF-STATE TRAVEL CODES  
MM MILEAGE (NON-TAXABLE) MILES MT MILEAGE (NON-TAXABLE) MILES

MMX MILEAGE (TAXABLE) MILES

MEALS (TAXABLE) MEALS (TAXABLE):  
BM BREAKFAST 5.00 BT BREAKFAST 6.25

LM LUNCH 6.00 LT LUNCH 7.25

SM DINNER 12.85 ST DINNER 18.50

MEALS (NON-TAXABLE): MEALS (NON-TAXABLE):

BX BREAKFAST 5.00 XB BREAKFAST 6.25

LX LUNCH 6.00 XL LUNCH 7.25

SX DINNER 12.85 XS DINNER 18.50

RM LODGING (NON-TAXABLE) AMOUNT RT LODGING (NON-TAXABLE): AMOUNT

RMT LODGING (TAXABLE) AMOUNT

(NON-TAXABLE-CODES) (NON-TAXABLE-CODES)

CM INSTATE INCIDENTALS AMOUNT CT OUT-OF-STATE INCIDENTALS AMOUNT

PM INSTATE OTHER TRANSPORT AMOUNT PT OUT-OF-STATE OTHER TRANS AMOUNT

INSTATE/OUT-OF-STATE CODES INSTATE/OUT-OF-STATE CODES

E1 OFFICE SUPPLIES AMOUNT E7 TELEPHONE CHARGES AMOUNT

E2 VEHICLE SUPPLIES AMOUNT E8 SUPPORT OF PERSONS AMOUNT

E3 VEHICLE REPAIRS AMOUNT E9 TUITION REIMBURSEMENT AMOUNT

E4 REGISTRATION FEES AMOUNT EA MISCELLANEOUS SUPPLIES AMOUNT

E5 EXPRESS & FREIGHT AMOUNT ME MOVING EXPENSES AMOUNT

E6 POSTAGE AMOUNT

LEGISLATIVE EXPENSES LEGISLATIVE EXPENSES

TAXABLE NON-TAXABLE

82 DAILY PER DIEM UNIT 83 DAILY PER DIEM UNIT

84 MEALS (COMMUTING) UNIT 85 MEALS (COMMUTING) UNIT

LEGISLATIVE PAGE EXPENSES

83C PER DIEM COMMUTING AMOUNT

83R PER DIEM - RENTAL AMOUNT

PD PER DIEM - MEETINGS AMOUNT