



STATE OF TENNESSEE
DEPARTMENT OF FINANCE AND ADMINISTRATION
DIVISION OF ADMINISTRATION
OFFICE OF BUSINESS AND FINANCE
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DAVE GOETZ
COMMISSIONER

MAUREEN ABBEY
FISCAL DIRECTOR

MEMORANDUM

TO: F&A Employees

FROM: Maureen Abbey
Fiscal Director

DATE: September 24, 2008

SUBJECT: Increase in Conus rates and mileage reimbursement

Effective 10/1/08 mileage reimbursement will be .54 cents per mile.

Conus rates for in-state lodging rates will increase. Meal reimbursement did not change nor did the standard conus rate of \$70 for a city not listed here. Other states conus rates change effective 10/01/08 so check the web site if you are traveling out-of-state. The new rates effective 10/1/08 for Tennessee are as follows:

Primary Destination	County	Maximum Lodging (excludes taxes)	+	Meals & Incidental Rate	=	Maximum Per Diem Rate	First & Last Day (75%)
Brentwood / Franklin	Williamson	101		49		150	36.75
Chattanooga	Hamilton	87		44		131	33.0
Knoxville	Knox	83		49		132	36.75
Memphis	Shelby	99		49		148	36.75
Nashville	Davidson	117		54		171	40.5
Oak Ridge	Anderson	86		39		125	29.25

The above information has been updated on the F&A intranet site as follows:
<http://www.intranet.state.tn.us/finance/travel/rates>

Should you have questions regarding the status of an existing travel claim, please contact Tami Jefferson at (615) 253-4052. Please refer other travel claim issues to Jeannie Way at (615) 741-8795.