

**TRAVEL VOUCHER**

001 163 475

State of Mississippi: Harrison County Public Defender  
(Agency or Institution)  
Social Security #: 1443 PIN/WIN #: \_\_\_\_\_  
Name: Robert C Stewart PID#: \_\_\_\_\_  
Address: 25471 Notre Dame Ave, Pass Christian, MS 39571

Check One:	
Employee	<input checked="" type="checkbox"/>
Contract Worker	<input type="checkbox"/>
Board Member	<input type="checkbox"/>

I request reimbursement for subsistence and other authorized expenses paid by me incident to official travel for the State from April 3, 2017 to July 13, 2017. The itemized statement follows.

Check Box(es):	In-State	Out-of-State	Out-of-Country	PTE Request
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Prior to Trip Expenses (PTE) Request:	
Lodging	
Public Carrier	

Payment Information (Traveler complete, if known)	
Trip #	
Travel Voucher #	
SAAS Ag #	
SPAHRS Ag #	
Fund #	
Activity / Location	
Org / Sub Org	
Rpt Category	
Project / Sub Proj	

Per Diem in Lieu of Subsistence	
Taxable Meals	
Non-Taxable Meals	
Lodging	
Travel in Private Vehicle	419.44
Travel in Rented Vehicle	
Travel in Public Carrier	
Other:	
Sub Total	419.44
Less: Travel Advance	
Less: PTE Lodging	
Less: PTE Public Carrier	
Net Payment (Overpayment)	419.44

Subject to any difference determined by verification, I certify that the above amount claimed by me for travel expenses for the period indicated is true and accurate in all respects, and that payment for any part has not been received. In the event of overpayment, I agree that any future salary/travel disbursements may be debited to correct the overpayment.

Signature of Payee: [Signature]  
Verified by: [Signature]  
Approved for Payment: [Signature]

Title: Assistant Public Defender Date: 7-18-17  
Title: Public Defender Date: 7-18-17  
Title: \_\_\_\_\_ Date: \_\_\_\_\_

agenda 8/7/17

**Itemized Statement of Travel Expense**

SPAHRs Ag #: \_\_\_\_\_

Name: Robert C Stewart

SS#: \_\_\_\_\_ -1443

Date	Purpose	Points of Travel	Miles	Actual Breakfast	Actual Lunch	Actual Dinner	Daily Meals Allowed	Hotel	Other Authoriz
									Item
4/3/17	Circuit Ct, Biloxi	office-court-office	28						
4/5/17	Jail, client visit	office, jail, office	12						
4/6/17	Jail, client visit	office, jail, office	12						
4/10/17	Circuit Ct, Biloxi	office-court-office	28						
4/12/17	Jail. Prelims	office, jail, office	12						
4/13/17	Jail, client visit	office, jail, office	12						
4/17/17	Circuit Ct, Biloxi	office-court-office	28						
4/18/17	Jail, client visit	office, jail, office	12						
4/19/17	Jail, prelims	office, jail, office	12						
4/20/17	Jail, client visit	office, jail, office	12						
4/24/17	Circuit Ct, Biloxi	office-court-office	28						
4/25/17	Jail, client visit	office, jail, office	12						
5/3/17	Jail., prelims	to jail, back	12						
5/4/17	Jail, client visit	to jail, back	12						
5/8/17	Circuit Ct, Biloxi	office-court-office	28						
5/9/17	Circuit Ct, Biloxi	office-court-office	28						
5/9/17	Jail, client visit	to jail, back	12						
5/11/17	Jail, client visit	to jail, back	12						
5/15/17	Circuit Ct, Biloxi	office-court-office	28						
5/16/17	Jail, client visit	to jail, back	12						
5/17/17	Jail, prelims	to jail, back	12						
5/18/17	Jail, client visit	to jail, back	12						
5/22/17	Circuit Ct, Biloxi	office-court-office	28						
5/23/17	Jail, client visit	to jail, back	12						
5/25/17	Jail, client visit	to jail, back	12						
6/1/17	Jail, client visit	to jail, back	12						

6/2/17	Jail, client visit	to jail, back	12						
6/5/17	Circuit Ct, Biloxi	office-court-office	28						
6/6/17	Circuit Ct, Biloxi	office-court-office	28						
6/7/17	Jail, prelims	to jail, back	12						
6/8/17	Jail, client visit	to jail, back	12						
6/12/17	Circuit Ct, Biloxi	office-court-office	28						
6/13/17	Jail, client visit	to jail, back	12						
6/14/17	Jail, prelims	to jail, back	12						
6/15/17	Jail, client visit	to jail, back	12						
6/19/17	Circuit Ct, Biloxi	office-court-office	28						
6/21/17	Jail, prelims	to jail, back	12						
6/26/17	Circuit Ct, Biloxi	office-court-office	28						
6/30/17	Circuit Ct, Biloxi	office-court-office	28						
7/5/17	Circuit Ct, Biloxi	office-court-office	28						
7/6/17	Jail, client visit	to jail, back	12						
7/10/17	Circuit Ct, Biloxi	office-court-office	28						
7/11/17	Jail, client visit	to jail, back	12						
7/13/17	Jail, client visit	to jail, back	12						
Total			784		0.00	0.00	0.00	0.00	
		Mileage Reimbursement Rate	0.535						
		Total Mileage Dollar Amount	419.44	0.00					

Note: (1) Receipts for amounts paid for lodging and other expenses must accompany this voucher. (2) All activity pertaining to a certain date should be shown on the associated lines completely across the form. (3) Daily Meals Allowed equals the total of Actual Meals, not to exceed the Maximum Daily Meal Reimbursement. (4) If Tips are included in then the type of tip must be identified. (5) A continuation sheet may be used if necessary.