New Mexico Travel

- Overnight stay? Yes
  - Actual lodging? Yes
    - Use $46 M&IE rate (Reportable income to traveler)
  - Actual lodging? No
    - Flat per diem rate of $85 + allowable incidentals (w/receipts); not to exceed IRS total per diem allowance.

No

Use $46 M&IE rate for New Mexico.

Out of State Travel

- Overnight stay required? Yes
  - Actual lodging receipts? Yes
    - Use M&IE rate plus actual Lodging expenses
  - Actual lodging receipts? No
    - Use M&IE rate (Reportable income to traveler)

- Overnight stay required? No
  - Flat per diem rate of $115 + allowable incidentals (w/receipts); not to exceed IRS total per diem allowance.

Click Here for applicable rates per GSA website.

Alaska/Hawaii/U.S. Territories and Possessions

- Actual lodging receipts? Yes
  - Flat per diem rate of $115 + allowable incidentals (w/receipts)

- Actual lodging receipts? No
  - Actual lodging expenses

For M&IE, use "Local Meals" rate + "Local Incidents" rate (DOD website).

Click Here for applicable rates per DOD website.

International Travel

- Actual lodging receipts? Yes
  - Use M&IE rate per State Department website plus Actual lodging expenses

- Actual lodging receipts? No
  - Flat per diem rate of $115 + allowable incidentals (w/receipts)

Click Here for applicable rates per State Dept website.