

ROUND TRIP MILEAGE TO COMMON DESTINATION

Location may be found on the internet at <https://www.google.com/maps/> and using "Houston" as the 'from' location. Travel voucher claims are limited to the shortest routes as specified below, with intra-city mileage itemized separately. Mileage from the traveler's residence is allowed only if equal to or less than from headquarters (UHD), or if on a non-business day (weekend). All mileage claims should have a copy of this reference sheet and/or the <https://www.google.com/maps/> results as back-up. Transportation of two or more persons to the same duty point requires coordination of travel and only one employee may receive mileage reimbursement for every four travelers (four-per-car-rule).

IN STATE

Alvin	64.4	Kemah	70
Angleton	89.7	Lake Jackson	112
Austin	331	La Marque	78.3
Baytown	52.7	La Porte	54
Beaumont	169	Laredo	624
Cinco Ranch	60.2	League City	53.8
College Station	192	Mont Belvieu	63.5
Corpus Christi	418	Pasadena	30.5
Dallas	478	Pearland	44.3
Deer Park	38.8	San Antonio	394
Dickinson	63.6	San Marcos	331
El Paso	1,491	Seabrook	67
Fort Bend	78.2	Spring	48.2
Fort Worth	524	Sugar Land	42.6
Freeport	125	Texas City	89.2
Friendswood	47.6	Tomball	67.2
Galveston	103	UH-Main Campus	10.6
Hobby Airport	25.1	UH-System	10.6
Huntsville	140	Victoria	252
Irving	502	Webster	51.9
Intercontinental Airport	42.4	Woodlands	60.7

OUT OF STATE

Baton Rouge, LA	544	Lake Charles, LA	287
Lafayette, LA	434	New Orleans, LA	696

Mileage reimbursement must not exceed the cost of car rental or airfare. The traveler must obtain a written Airfare/car rental cost comparison from the UHD Travel office.