



## Employee Expense Items for Reimbursement



Business Purpose	Allowable Expense Item Groups	Allowable Expense Items	Spend Category
Certifications	Membership & Dues	Professional Memberships & Dues	Membership & Dues (5498000)
Training and Conference	Travel and Conference	Airfare Car Rental Conference Registration Lodging Mileage Parking Per Diem Meals Per Diem Meals-Adult Probation Shuttle and Taxi Services Toll Fees	Travel and Conference (5496100) Travel and Conference (5496100) Travel and Conference (5496100) Travel and Conference (5496100) Travel and Conference (5496100) Travel and Conference (5496100) Travel and Conference (5496100) Travel and Conference (5496100) Travel and Conference (5496100) Travel and Conference (5496100)
Gym Membership	Membership & Dues	Gym Membership Fees	Membership & Dues (5498000)
Local Travel	Day Travel	Business Mileage	Business Mileage Reimbursement (5496301)
Uniforms	Miscellaneous	Uniforms	Uniforms (5312101)
Business Expenses	Day Travel In-House Meetings and Food Membership & Dues	Business Meals In-House Meetings and Food Subscription Professional Licenses	Business Meals (5499230) In-House Meetings and Food (5499231) Membership & Dues (5498000) Membership & Dues (5498000)
Inmate Transport	Inmate Expenses	Inmate Transport Meals Prisoner Extradition Travel	In-State Transport (5496153) Prisoner Extradition Travel (5496156)