**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** | **La Marque** | **78.6** |
| **Angleton** | **90** | **La Porte** | **54.2** |
| **Austin** | **331** | **Laredo** | **635** |
| **Baytown** | **50.3** | **League City** | **53.8** |
| **Beaumont** | **167** | **Mont Belvieu** | **61.5** |
| **Cinco Ranch** | **60.8** | **Pasadena** | **30.8** |
| **College Station** | **192** | **Pearland** | **35.7** |
| **Corpus Christi** | **423** | **San Antonio** | **394** |
| **Dallas** | **478** | **San Marcos** | **331** |
| **Deer Park** | **39.1** | **Seabrook** | **65.7** |
| **Dickinson** | **63.4** | **Spring** | **47.8** |
| **El Paso** | **1,492** | **Sugar Land** | **47.8** |
| **Fort Bend** | **76.3** | **Texas City** | **85.6** |
| **Fort Worth** | **524** | **Tomball** | **68.6** |
| **Freeport** | **125** | **UHD-Cy-fair** | **55.1** |
| **Friendswood** | **47.3** | **UHD-Northwest** | **47.2** |
| **Galveston** | **103** | **UHD-Kingwood** | **44.5** |
| **Hobby Airport** | **22.7** |  |  |
| **Huntsville** | **140** | **UH-Main Campus** | **9.6** |
| **Irving** | **504** | **UH-System** | **9.6** |
| **Intercontinental Airport** | **39.2** | **Victoria** | **257** |
| **Kemah** | **68.6** | **Webster** | **49.9** |
| **Lake Jackson** | **110** | **Woodlands** | **59.6** |

**OUT OF STATE**

|  |  |  |  |
| --- | --- | --- | --- |
| **Baton Rouge, LA** | **534** | **Lake Charles, LA** | **285** |
| **Lafayette, LA** | **431** | **New Orleans, LA** | **693** |

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**.