



### [International Travel: Change in Incidentals](#)

When travelling internationally, UF travelers are required to use international per diems (GSA rates). The system has been adjusted to **allow itemization of incidental expenses** like phone, internet, fax, parking, and tolls into the international travel as separate line items in addition to the international per diem. The directives found on the Travel and Expense [webpage](#) have been updated to reflect this change under the ***Travel Meals and Per Diem*** section.

### [Car Rental: Direct Billing](#)

Need to set up direct billing for your unit? This is helpful for guest travelers who do not have access to the credit card used for the car reservation. You can find the necessary forms located on the Travel & Resources [webpage](#) under ***Other- Travel Related Forms***.

### [New Expense Type Available](#)

Expense type "**Publishing Fees**" is now available across all expense reports in UF GO as requested by campus feedback. This expense type maps to account code 793900. Click [here](#) for a list of UF GO expense types.

### [Clarifying Travel Directives](#)

Per campus request, clarifying information about first class and other upgrade accommodations has been added to the [Travel Directives](#). The sections "First Class" and "Other Upgrade Accommodations" can be found under ***Travel Expenses > Airfare***.