



**UNIVERSITY OF MASSACHUSETTS
AMHERST**

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Memorandum

TO: Deans, Directors, Department Heads, Business Managers and Bookkeepers

FROM: Andrew P. Mangels, Controller

DATE: September 12, 2005

SUBJECT: Change in the Mileage Reimbursement Rate Sept. 1 – Dec. 31, 2005

We have received official notification from Stephen W. Lenhardt in the President's Office that the Internal Revenue Service has announced an increase to the optional standard mileage rates for the final four months of 2005.

The rate will increase to 48.5 cents a mile for all business miles driven between Sept. 1 and Dec. 31, 2005. This is an increase of 8 cents from the 40.5 cent rate in effect for the first eight months of 2005.

Please inform your staff. Thank you.

APM:gc