



University of Massachusetts
Amherst

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Memorandum

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

FROM: Andrew P. Mangels, Controller

DATE: December 31, 2007

SUBJECT: Change in the University Mileage Reimbursement Rate-2008

We have received notification from the President's Office that the mileage reimbursement rate for employees who use their cars on university business will increase to 50.5 cents per mile effective January 1, 2008. In addition, the rate for deductible medical or moving expenses is 19 cents per mile, also effective January 1, 2008. These rates are established by the Internal Revenue Service.

Please inform your staff.

Thank you.