



University of Massachusetts
Amherst

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Memorandum

TO: Deans, Directors, Department Heads and Travel Preparers

FROM: Andrew P. Mangels, Controller

DATE: December 10, 2008

SUBJECT: 2009 University Mileage Reimbursement Rate

We have received notification from the President's Office that the mileage reimbursement rate for employees who use their cars on university business will decrease to 55 cents per mile effective January 1, 2009. In addition, the rate for deductible medical or moving expenses will decrease to 24 cents per mile, also effective January 1, 2009. These rates are established by the Internal Revenue Service.

Please inform your staff.

Thank you.