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DEANS, DIRECTORS, DEPARTMENT CHAIRS, AND ADMINISTRATIVE OFFICERS

Directive: Standard Mileage Rate Revisions for January 2017

The University's mileage reimbursement rates for expenses incurred in connection with the business use of a private automobile will be revised in accordance with the Internal Revenue Service standard mileage rates published in IRS Notice 2016-1. The new rates are effective for expenses incurred on or after January 1, 2017.

- The reimbursement rate for the use of a private automobile for University business travel will decrease from 54.0 cents a mile to 53.5 cents a mile. Appendix A of Business and Finance Bulletin G-28, Policy and Regulations Governing Travel, will be revised to include this change.
- The reimbursement rate for driving or shipping an automobile in connection with a move or relocation will decrease from 19.0 cents a mile to 17.0 cents a mile. Business and Finance Bulletin G-13, Policy and Regulations Governing Moving and Relocation, will be revised to incorporate this change.

If you have any questions, please contact the Travel Help Desk at [travelhelp@ucdavis.edu](mailto:travelhelp@ucdavis.edu) or (530) 757-8888.

Thank you,

J. Michael Allred  
Associate Vice Chancellor - Finance/Controller