



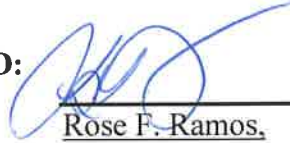
BULLETIN

SUBJECT: MILEAGE REIMBURSEMENT RATE 2019-20 NO. BS - 25
EFFECTIVE JANUARY 1, 2020

TO: All Schools and Departments

DATE: January 9, 2020

PREPARED BY: La Liemthongsamout, **DEPARTMENT:** Accounting Services
Lead Accounts Payable
Technician

REVIEWED BY: Amari Watkins, **APPROVED:** 
Director, Accounting Services
Rose F. Ramos,
Chief Business Officer

Effective January 1, 2020 the Internal Revenue Service (IRS) reimbursement rate for mileage decreases to **57.5** cents per mile. This decreases the rate by 0.5 cent per mile from the 2019 mileage rate of 58 cents. This rate is effective until further notice.

All District Employees	2020 Mileage Reimbursement	57.5 cents
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Mileage Reimbursement Form ACC-F004 is available on the district's intranet. Please also complete a "Conference/Travel" requisition in Escape Online, which can be found under "Vendor Requisitions," and reference the requisition number on form ACC-F004.

If you have any questions regarding the rates or the Mileage Reimbursement Form, please contact Accounting Services at 643-7894.