

From: [Chellew, Christina](#)
To: [ALL EMPLOYEES DISTRICTWIDE](#)
Subject: 2017 Standard Mileage Reimbursement Rate
Date: Tuesday, December 20, 2016 3:22:55 PM

The Internal Revenue Service has issued the 2017 standard mileage rates used to calculate the deductible costs of operating an automobile for business purposes. Beginning January 1, 2017, the standard mileage rates will be decreased from 54 cents to 53.5 cents per mile for business miles driven.

Therefore, in accordance with Business Procedure 9.22, Employee Reimbursement, **effective January 1, 2017**, the District reimbursement rate to staff for the use of their personal vehicle, while on official District-approved business, will be **53.5 cents** per mile.

The Employee Expense Reimbursement form will be updated on January 3, 2017, and can be found on the portal at:

[Accounting Forms 2017](#)

This message is sent on behalf of:

Arzu Smith

Director of District Finance Services