



Business Matters @ Sac State

Topic: Moving and Relocation Mileage decreased - Effective January 1, 2009

DATE: January 16, 2009

TO: Deans, Associate Deans, Department Chairs, Directors, Managers and Campus Business Partners

FROM: Susan L. Johnson, Director of Accounts Payable & Travel

The Human Resources Department at the Chancellor's Office has updated CSU Policy and Procedures Governing Travel and Relocation Expense Reimbursement Technical Letter (HR/Benefits 2008-08) effective **January 1, 2009**. The full HR Memorandum is located at <http://www.calstate.edu/HRAdm/pdf2009/TL-BEN2009-01.pdf>. Please see the revision below. We have also updated Sac State's travel policies located at <http://www.csus.edu/acpy/travel.htm>.

Revision:

- The federal standard mileage rate for moving expenses will be decreased from 27 cents per mile to 24 cents per mile.

Contact Information:

If there are any questions or concerns about this information, please contact either Accounts Payable Department at sactravel@csus.edu or myself at sjohns@csus.edu, or call x8-6476.

Financial Services

One of the Administration and Business Services Families

Associate Vice President's Office · Budget Planning & Administration ·

University Controller · Accounting Services · Cash Management & Investments · Financial Reporting · University Accounts Payable · University Bursar · Cashier's Office · Financial Aid Disbursements · Student Loans & Collections · Student Financial Services Center · University Accounts Receivable