



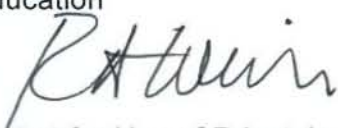
STATE OF ARKANSAS
**Department of Finance
and Administration**

OFFICE OF THE DIRECTOR

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MEMORANDUM

TO: All State Agencies, Boards and Commissions,
and Institutions of Higher Education

FROM: Richard A. Weiss, Director 

SUBJECT: Rate of Mileage Reimbursement for Use of Privately-Owned
Motor Vehicles on Official Business of the State

DATE: July 2, 2008

Effective July 1, 2008 due to the increasing gas prices, the maximum authorized State rate of mileage reimbursement for the use of privately-owned motor vehicles on official business of the State will be increased to forty-five (45) cents per mile. Reimbursement for travel performed on or after July 1, 2008, is authorized at the new rate of forty-five (45) cents per mile until further notice. Reimbursement for any travel before July 1, 2008, is authorized at the rate of forty-three (43) cents per mile.

The Office of Accounting will continue to monitor average gasoline prices and the reimbursement rate will be re-evaluated as needed.

It is the responsibility of the agency director to insure that their agency budget is sufficient to fund this increase in mileage reimbursement. The agency director may authorize reimbursement for the use of privately-owned automobiles at amounts less than the authorized State maximum rate if the agency budget is insufficient to fund the increase in rate.

If you have any questions, please contact the Office of Accounting at 682-1675.

RAW: psl