

State of Alabama



Department of Finance
Office of the Comptroller
Montgomery, Alabama 36130-2602

TO: Accounting Contacts

DATE: December 18, 2015

SUBJECT: Travel Mileage Rate Effective January 1, 2016

State travel mileage rate effective January 1, 2016 is detailed in the attached memorandum. Please make all agency employees who travel or process travel reimbursements aware of this rate change.

Sincerely,

Tom White



STATE OF ALABAMA
Department of Finance
Office of the State Comptroller

100 North Union Street, Suite 220
Montgomery, Alabama 36130-2620
Telephone (334) 242-7050 Fax (334) 242-7466
www.comptroller.alabama.gov

Robert Bentley
Governor

Bill Newton
Acting Director of Finance

Thomas L. White, Jr., CPA
State Comptroller

MEMORANDUM

TO: All State Agencies
All Chief Fiscal Officers

FROM: Thomas L. White, Jr.
State Comptroller 

DATE: December 18, 2015

RE: Travel Mileage Rate for 2016

Effective January 1, 2016, the mileage rate paid to persons traveling in privately owned vehicles on official business for the State will decrease to 54 cents per mile. The mileage rate, which is paid in lieu of actual expenses for transportation, is in accordance with Code of Alabama 1975, 36-7-22, as amended, which became effective October 1, 1999. This code section sets the mileage rate at the amount allowed by the Internal Revenue Code for income tax deductions. Therefore, mileage reimbursement for travel on or after January 1, 2016, will be calculated at the new rate of 54 cents per mile.

When calculating the amount reimbursed, all mileage listed on an expense account must be totaled and then multiplied by 54 cents (Example: 111 miles X .54 = \$59.94). Should you have any questions concerning this directive, please call the Accounts Payable HOTLINE at 334-242-2444.

TLWjr