



STATE OF ALABAMA
Department of Finance
Office of the State Comptroller

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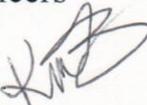
Kay Ivey
Governor

Clinton Carter
Finance Director

Kathleen D. Baxter, PhD, CGFM, CPM
State Comptroller

MEMORANDUM

TO: All State Agencies
All Chief Fiscal Officers

FROM: Kathleen D. Baxter 
State Comptroller

DATE: December 20, 2017

RE: Travel Mileage Rate for 2018

Effective January 1, 2018, the mileage rate paid to persons traveling in privately owned vehicles on official business for the State will increase to 54.5 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, 2018, will be calculated at the new rate of 54.5 cents per mile.

When calculating the amount reimbursed, all mileage listed on an expense account must be totaled and then multiplied by 54.5 cents (Example: 111 miles X .545 = \$60.50). Should you have any questions concerning this directive, please call the Accounts Payable HOTLINE at 334-242-4444.

KDB/jdj