



NEW YORK STATE  
**Unified Court System**

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## Division of Financial Management

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TO: Holders of the Financial Planning and Control Manual

SUBJECT: Travel Reimbursement - Business-Related Personal Car Mileage

***\* This bulletin supersedes the business-related personal car mileage reimbursement rate provisions promulgated via DFM Bulletin Number 1108, dated June 30, 2011.***

Part VI, Chapters 1.070 and Chapter 2.030 of the UCS Financial Planning and Control Manual, have been amended to reflect revised rates for business-related car mileage reimbursements. The new rate of \$.565 per mile for business-related use of a personal car is effective for travel occurring on or after January 1, 2013.

The amended Chapters of the Financial Planning and Control Manual are available on the Division of Financial Management page of the UCS website:

<http://www.nycourts.gov/admin/financialops/FPCM.shtml>

Please ensure distribution of this bulletin to all personnel within your respective jurisdictions who may be responsible for the processing of, or the monitoring of internal controls relating to, business-related travel reimbursements. Thank you for your cooperation.

NYS UNIFIED COURT SYSTEM  
FOR ADMINISTRATIVE  
PURPOSES ONLY

  
Maureen H. McAlary