



NEW YORK STATE  
**Unified Court System**

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## Division of Financial Management

**DFM Bulletin**

**Number 1508**

**September 3, 2015**

TO: Holders of the Financial Planning and Control Manual

SUBJECT: Business-Related Travel Reimbursement

*\* This supersedes the business-related travel reimbursement rate provisions promulgated via DFM Bulletin Number 1411, dated October 15, 2014.*

Part VI, Chapters 1.070 and 2.030 of the UCS Financial Planning and Control Manual have been amended to reflect new rates for travel reimbursements. These are available on the Division of Financial Management page of the UCS website:

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

These amendments reflect revised rates for business-related lodging which are effective for travel occurring on or after October 1, 2015.

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