

Sep 1st, 2008: New Reimbursement Rate - Automobile Allowance

Effective September 1st, 2008 the reimbursement rate for use of personal vehicles while on University business is \$0.43 per kilometre. This rate applies to all funds administered by the University of Guelph.

The kilometre rate is to reimburse for major operating expenses fuel and personal insurance and contribute toward fixed costs such as depreciation expenses. Specific charges for parking and tolls incurred while on University business will be reimbursed over and above this rate as set out in the University Travel Policy and Procedure.

Fines, storage, maintenance, repair, towing and charges in connection with traffic and parking violations are the responsibility of the traveller.

Please note, as stated in the UofG Travel Policy, it is not recommended that privately owned vehicles be used for University business since the traveller's personal insurance coverage may not extend to using the vehicle for University business purposes. Check with your insurance company regarding appropriate coverage. For more information refer to the Travel Policy and Procedure and the section on Insurance.