

# MEMORANDUM

STATE OF ALASKA  
Department of Administration

**To:** All Agencies  
**Date:** December 29, 2004  
**From:** *for* Ray Matiashowski *KBrooks*  
Commissioner  
Department of Administration  
**File Ref:**  
**Subject:** Administrative Manual  
**Phone:** 465-2200

## STATE ADMINISTRATIVE MANUAL—TRANSMITTAL NUMBER 44

The following sections within the Alaska Administrative Manual are being revised with this transmittal letter effective January 1, 2005.

### Travel/Moving Section

The IRS has revised the mileage rate for automobiles to be 40.5 cents per mile, up from 37.5 cents. In addition, the nontaxable mileage reimbursement rate for moves has been revised to be 15 cents, up from 14 cents. The following sections have been revised to reflect these changes.

- AAM 60.120 - Privately Owned Conveyances
- AAM 60.325 - Taxability of Moving Expense Reimbursements
- AAM 60.350 - Reimbursable Moving Expenses
- AAM 60.360 - Reimbursable Travel Expenses for a Move

You should keep this memorandum as well as future transmittal memorandums in your manual for reference.

RM/lp