



Oklahoma State Auditor & Inspector

2300 N. Lincoln Blvd. • State Capitol, Room 100 • Oklahoma City, OK 73105 • Phone: 405.521.3495 • Fax: 405.521.3426

DATE: December 18, 2018

BULLETIN NO.: 2018-01

TO: County Clerks & Court Clerks

RE: Mileage Reimbursement

According to 19 O.S. § 164 county officers and employees are allowed to be reimbursed for mileage traveled in the course of their official duties at the rate allowed state employees as set forth by the State Travel Reimbursement Act at 74 O.S. § 500.4. The State Travel Reimbursement act provides that the rate of reimbursement for travel by privately owned automobiles may be an amount not to exceed the rate prescribed by Internal Revenue Service rules or procedures. Effective January 1, 2019; the Internal Revenue Service in IR-2018-251 has set the rate at 58 cents per mile. County officers and employees may be reimbursed at or below this rate as determined by the Board of County Commissioners. Please share this information with your fellow county officials and employees.

Note: The Office of Management and Enterprise Services publishes a schedule of reimbursement rates for state employee travel as directed in 74 O.S. § 85.45I(F). The mileage reimbursement rate effective January 1, 2019 for state employees (including Health Department, OSU Extension, and District Attorney employees) has been set at 50 cents per mile. Thus, any state employees submitting travel claims to the county would be reimbursed at the rate of 50 cents per mile.

For questions please call (405) 521-3449 or email at cwilson@sai.ok.gov.

Sincerely,

A handwritten signature in cursive script that reads "Cheryl D. Wilson".

Cheryl Wilson
County Management Services