

Moving Expense Policy

Appendix A

Maximum Rates for Moving Expense Reimbursements

Distance is defined as the distance in miles from an employee's old residence to the new on-site workplace as compared to the distance in miles from the old residence to the old on-site workplace.

\$200	Distance exceeds 35 miles and move is without a commercial carrier or rental trucks
\$1,000	Distance between 35-200 miles (note: between 35-50 miles is taxable income)
\$1,500	Distance between 200 - 400 miles
\$2,500	Distance is greater than 400 miles

Requirements:

Relocation expenses are not reimbursable until the person has moved and provides receipts.

Fully remote positions are not eligible for reimbursement of moving expenses.