June 14, 2011

To: St. Cloud State University Community

From: Tim Norton, Director

Subject: 12-PASS. VAN MILEAGE RATES FOR FY 2012

The following rates apply for July 1, 2011 through June 30, 2012:

(1) “No Fee” if reservation is cancelled before scheduled pick up.

(2) Reservations not cancelled will be assessed a $25.00 fee.

(3) There will be a $38.00 minimum charge per trip, or charged at your set mileage rate, whichever is greater.

(4) Mileage rates are:
   a. 12-Pass. Vans (M&E Accounts) $ .85/mile
   b. 12-Pass. Vans (Non M&E Accounts) $ .89/mile

If there is physical damage to the vehicle the designated department is responsible for the $500 insurance deductible.

If you have any questions or comments please direct them to me at 308-2266.

Thank you.

TN:db