



SMITH COLLEGE
Reimbursement Rates At-a-Glance

A snapshot of the college's spending or reimbursement guidelines:

Mileage rate **\$0.575** per mile (effective January 1, 2020)

**Mileage rate for
charitable purposes**
(Volunteers) **\$0.14** per mile

Mileage rate for moving **\$0.17** per mile (effective January 1, 2020)

Meals **\$65.00**—Maximum amount per day in local Northampton area,
receipts required

\$90.00—Maximum amount per day in non-major and major U.S.
cities, **receipts required**

Hotel **\$225.00**—Average daily room rate, excluding tax

\$350.00—Average daily room rate, excluding tax for major U.S.
cities (Boston, Chicago, New York, San Francisco, and
Washington D.C.) and major foreign cities

Note: Except for conference hotels, rates above these levels must
be approved by the appropriate senior administrator (for faculty,
the Provost)