Reed College provides financial support for moving expenses for newly-hired faculty and staff relocating to Portland from more than 50 miles away.

Relocation assistance will be a reimbursement for qualifying direct expenses incurred to relocate the Portland area. Eligible employees must submit invoices for reimbursable expenses within 30 days of beginning their appointment.

Note that with the recent Tax Reform Act of 2017, all relocation reimbursement is now subject to taxation. Reimbursements will be reported on the employee’s W-2 form, boxes 3 and 5, and will be subject to taxation.

Which Moving Expenses Can Be Reimbursed?

The following expenses can be reimbursed by Reed up to the amount of the employee’s moving allowance:

- Shipping household goods
- Shipping employee’s vehicle (one)
- Rental van or trailer expense
- Fuel in transit
- Lodging in transit
- Parking fees or tolls in transit
- Storage of household goods for up to 30 days from the day they are moved from your former home
- Packing materials
- Shuttle or cab to or from airport for move
- One-way airfare for employee and dependents
- Transporting family pets
- Payments to packers or movers
- Temporary housing before the move or after arrival
- Rental car expense before the move or after arrival
- House-hunting trip expenses, including air fare, lodging, and rental car and fuel, or fuel in transit

The following expenses will not be reimbursed:

- Meals in transit
- Any part of the purchase price of your new home
- Expenses of buying or selling a home (including closing costs, mortgage fees, and points)
- Expenses of entering into or breaking a lease
- Home improvements to help sell your home
- Loss on the sale of your home
- Mortgage penalties
- Car license plates or driver's license
- Return trips to your former residence
- Security deposits
- Storage charges except those incurred in transit
Following are the maximum reimbursable amounts:

<table>
<thead>
<tr>
<th>Zone 1 (OR and WA)</th>
<th>New Employee</th>
<th>Per Dependent</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>1000</td>
<td>700</td>
</tr>
<tr>
<td>Zone 2 (yellow states)</td>
<td>2000</td>
<td>1400</td>
</tr>
<tr>
<td>Zone 3 (green states)</td>
<td>2500</td>
<td>1750</td>
</tr>
<tr>
<td>Zone 4 (pink states)</td>
<td>3500</td>
<td>2400</td>
</tr>
<tr>
<td>Zone 5 (orange states)</td>
<td>4000</td>
<td>2800</td>
</tr>
</tbody>
</table>

Maximum reimbursable amounts for moves from outside the United States will be determined on a case-by-case basis.