



DECLARATION OF NOTICE MOVING AND RELOCATION

The CSU Policy and Procedures Governing Reimbursement for Moving and Relocation Expenses requires full or partial repayment of reimbursed moving expenses if new faculty or staff leave the university after only a brief stay.

Moving and relocation expenses paid or reimbursed by the CSU are taxable as wages to the recipient, per the Internal Revenue Service guidelines located at <https://www.irs.gov> (*Publication 521/Moving Expense*). Additionally, moving expense reimbursements are subject to mandatory tax withholding rates. I, the undersigned, do hereby acknowledge that I have read and understand these terms and conditions, as well as all terms and conditions contained in the letter of Authorization for Moving and Relocation Expense Reimbursement.

Sign:	
Print Name:	
Date:	

RETURN SIGNED FORM TO

California State University, Northridge
Office of Human Resources

18111 Nordhoff Street; Northridge, CA 91330-8229

Attention: cindy.mitchell@csun.edu | (818) 677-2512 (Fax)