

Helpful information

Authority University of Florida Rule 1.101(7)(c), Perquisites/Sale of Goods and Services

Perquisites are goods and services that may be given to, used by, or provided at reduced cost to university employees. Such goods and services are considered additional compensation, and/or reduce the employee’s personal expenses.

Typical perquisites include low- or no-rent housing, utilities, uniforms, laundry service, and non-professional certification or licensure. Payments for these items will not be authorized by University Disbursement Services without evidence of approval.

Safety items such as protective outer garments **Do Not Require Approval** as a perquisite.

The completed form (reviewed and authorized by your **Dean, Director, Vice President or Designee**) must be submitted to Classification & Compensation, via email to compensation@ufl.edu. Final approval rests with the Vice President for Human Resources.

Definitions

Annual charge to employee: Any actual charge to the employee, such as rent

Annual fair-market value: Applies only to housing

Annual maintenance-allowance cost: Direct cash allowance payment to the employee, such as for the cleaning of uniforms

Goods and Services Code: See list below or call Classification and Compensation at 273-2842 for assistance

Justification Code: See list below or call Classification and Compensation at 273-2842 for assistance

Total cost for all positions: Total cost of all perquisites involved in the request.

Perquisite Codes

Description Code	Description
A10	Paid Parking
D10	Formal Clothing Allowance
D40	Clothing - Identification
D55	Uniform/Clothing/Footwear Maintenance Allowance
D72	Clothing - Protective Outer Wear
E20	Equipment - Diving Gear
E40	Equipment - Safety Equipment
G10	Transportation
H10	Housing - Utilities Provided
H12	Housing - No Utilities Provided
H20	Mobile Home Space - Utilities Provided
H22	Mobile Home Space - No Utilities Provided
I10	Monetary Allowance - Other
I20	Monetary Reimbursement - Personal Property Replacement
L10	Licenses
L20	H-1B Nonimmigrant Worker Employer Filing Fee
M10	Meals

P10	Physicals/Immunizations
U10	Uniform - With Footwear, No Allowance or Laundry Service
U11	Uniform - With Footwear, With Allowance or Laundry Service
U30	Uniform - No Allowance or Laundry Service
U32	Uniform - With Allowance or Laundry Service

JUSTIFICATION CODES

CODE	PRIMARY JUSTIFICATION
ACC	Access
COD	Continuous On-Duty
CON	Convenience
ER	Emergency Response
H&S	Health and Safety
ID	Identification
MON	Monitoring
OTH	Other
PRO	Protection
PR	Public Relations
SAN	Sanitation
SEC	Security