

# PCS ADVANCES

**ATTACH FIVE (5) COPIES OF ORDERS TO THIS REQUEST AND SUBMIT TO THE DEFENSE MILITARY PAY OFFICE**

NAME OF PAYEE (LAST, FIRST, MI)	SOCIAL SECURITY NUMBER
RANK/GRADE	ORGANIZATION AND CURRENT DUTY STATION
PCS ORDER NUMBER	ISSUING HEADQUARTERS  <b>III CORPS</b>
	DATE ISSUED

**PLEASE READ**

I hereby understand that this advance must be settled in the form of a Travel Settlement to be filed through my new Defense Military Pay Office/Finance Office once the travel is complete. **If a Travel Settlement is not submitted within 30 days upon completion of travel, this advance and a \$15.00 administrative fee will be automatically deducted from my next regular pay.** If I do not perform the travel, the advance is to be returned to the Disbursing Office that issued the advance within seven days.

SIGNATURE	DATE
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**TO DETERMINE THE AMOUNT OF YOUR ADVANCE, PLEASE COMPLETE THE FOLLOWING INFORMATION**

SOLDIER TRAVEL PORTION:			DEPENDENT TRAVEL PORTION:		
	YES	NO		YES	NO
Is spouse a soldier			Do you want Dislocation Allowance (DLA)		
<b>CONUS TO CONUS:</b>			Number of dependents <b>(Plus Spouse)</b>		
Advance travel to new PDS			Children's Ages:		
Mode of Travel (MARK ONE)	POV	AIR	Number of POV's		
<b>CONUS TO OCONUS:</b>			<b>CONUS TO OCONUS:</b>		
Advance travel to authorized aerial			Advance travel to authorized aerial		
Port of embarkation			Port of embarkation		
Mode of Travel (MARK ONE)	POV	AIR	Mode of Travel (MARK ONE)	POV	AIR
<b>TDY ENROUTE:</b>			<b>RELOCATION TO DESIGNATED LOCATION (AS STATED IN ORDERS)</b>		
Advance for Lodging and Meals at TDY Station			Advance to location Mode of Travel	POV	AIR
<b>TERMINATE GOVERNMENT QUARTERS</b>			<b>LOCATION:</b>		
			City:		
			State:		

**REMARKS: ONLY 80% OF PER DIEM AND MILEAGE WILL BE PAID!**

PRIVACY ACT STATEMENT. AUTHORITY: 37 U.S.C., Section 101 et. seq. PRINCIPAL PURPOSE: To provide a basis for establishing computation of each active member's travel entitlement, to provide a history of travel entitlement, to provide a history of travel transaction, and to answer inquiries or claims pertaining to such entitlements. ROUTINE USES: Information may be released to Treasury Department, Social Security Administration, Veterans Administration, and to those states and cities which have an agreement with DA to verify tax liability against member's state and city income tax returns. DISCLOSURE: Voluntary. Requested information required in order to forward separation documents to soldier's home of record. Failure to provide required information will result in the loss of final separation allowances. SAFEGUARDS: Records are maintained in locked file cabinets and accessible only to authorized personnel in the performance of their duties.