DFAS ROME
Customer Service #: 1-888-332-7366 Option 1
http://smartvoucher.dfas.mil/
****ALL PPM PAPERWORK should be mailed directly to: Transportation Department****



1. Once you log in you must **"Create" New Voucher**
2. **Category of travel:** PCS
3. **Type of user:** Active Duty
4. **What DMPO are you submitting from:** "I am separating from service" or "I am retiring from the service"

Travel Order number is the Separation Order number

<u>YOU MUST SUBMIT IN 1 COPY OF YOUR:</u>

- <u>DD214 COPY #4</u>
- <u>Orders</u>
- <u>FastStart Direct Deposit Sign-Up Form (FMS 2231) find it at https://www.fiscal.treasury.gov/files/forms/2231.pdf</u>
- <u>You have up to 6 Months after your ETS/DOS Date to complete your Travel Settlement</u>

<u>BUS OR AIRPLANE TICKET</u>

Travel will be reimbursed based on the cost to the government and what you actually paid. You will receive the lesser of the two.

*****ALL payments will be made to your EFT account*****
A copy of the settlement voucher will be mailed to the address that you put on your DD 1351-2

Travel Entitlements Summary

Travel will be broken down into 2 categories, A and B:

- **CAT A**-SM has **completed** more than 90% of their 1st enlistment.
- **CAT B**-SM has **NOT** completed more than 90% of their enlistment or those who receive **Other-Than-Honorable Discharge**

Category A

Authorized to drive POV or a plane ticket to their HOR if:

- Service Member completed 90% or more of his/her initial enlistment.
- Service Member's HOR is overseas.

Category B

Authorized only a bus pass or the equivalent to a bus pass to HOR if:

- Service member completed less than 90% of his/her initial enlistment.
- Service member has an SPD code of KFS.

POV TRAVEL WILL BE PAID AS SUCH:

For SM:

- Mileage will be paid **$**.21 per mile per authorized vehicle (Up to **350 miles per day**)
- Per Diem will be paid **$178.00** per day

For Dependents

- Per Diem will be **$133.5** per dependent **over** the age of 12 and **$89.00** for those dependents **under** the age of 12. All amounts are per day.

If 2 POV's were used, it must be annotated on the DD form 1351-2. 2 POV's do not consist of a rental vehicle and a POV. It must be 2 of your PRIVATELY OWNED VEHICLES.

****FOR TRAVEL PAYMENT INQUIRIES ****

CALL Customer Service #: 1-888-332-7411/7366 press 3 - Travel Pay

****FOR PPM MOVE PAYMENT INQUIRIES****

CALL TRANSPORTATION 910-396-6683 or 910-396-0331