

TEMPORARY LODGING ALLOWANCE (TLA)

Temporary Lodging Allowance (TLA) is intended to partially pay a Service member for higher-than-normal expenses incurred by a member or dependent while occupying temporary lodging OCONUS. TLA is available when it is necessary for a Service member or dependent to occupy temporary lodging upon arrival at or immediately before leaving a permanent duty station (PDS) OCONUS, or during other periods as specified in the [DoD FMR, Volume 7A, Chapter 68, para. 6804](#).

Personal inconvenience to a Service member or dependent is never a determining factor for the authorization of TLA. TLA is not intended, and must not be used, for the personal enrichment of a Service member, including authorization or approval of TLA Special.

TLA may be authorized during any of the following periods:

- Upon initial arrival or reporting at a PDS OCONUS either while waiting for Government quarters or while completing arrangements for other private-sector housing when Government quarters are not available. Payable on increments of 15 days.
- Immediately preceding departure for a permanent change of station (PCS) from a PDS OCONUS after a Service member vacates Government quarters or private-sector housing in connection with a PCS order. To a maximum of 3 days if on Government quarters, or up to 10 days if on Private-Sector.
- When the appropriate official determines that TLA is necessary for a Service member, once he or she is established in, must vacate, or is waiting to reoccupy permanent Government quarters, private-sector housing, or privatized housing for reasons beyond the Service member's control. The appropriate official must base the determination on the OCONUS TLA Authority's written guidance.

Upon initial arrival at an OCONUS PDS, the TLA period begins on the same date that COLA eligibility begins. An advance may be paid for the number of authorized TLA days, after authority is provided, based on the appropriate directive issued as specified in the OCONUS TLA Authority's guidance.

Members are required to seek permanent housing as soon as possible after arrival. At the end of the first TLA period, the designated overseas commander has the member's case reviewed to determine the progress being made toward obtaining permanent housing. If the member's efforts appear deficient, the member is reminded of responsibilities in the matter. Unexcused failure to comply with the diligent search requirement is caused to terminate TLA.

AirBNB usage guidance from USAEUR G1; Policy is AirBNB's should be used as very last resort and are strongly discourage. Receipts MUST be itemized; only room charge,

and tax are authorized for reimbursement. User fees or third-party fees will NOT be reimbursed.

Key Supporting Documents required for TLA claim

- Housing Memo Authorizing Period of TLA
- Itemized Paid Hotel Receipt
- Statement of Non-Availability from Ederle Inn (if apply)
- PCS Orders and any Amendments
- Travel Voucher DD1351-2 (no required for departure TLA)

Number of Eligible Persons Occupying Temporary Lodging		Percentage
1	Service member or one dependent (total one person)	65
2	Service member and one dependent, or two dependents (total 2 persons)	100
3	Each additional dependent age 12 and older	35
4	Each additional dependent under age 12	25

For more information go to [Travel & Transportation Rates | Defense Travel Management Office \(dod.mil\)](#)