

**AMPO In/Out-Processing is located on the 1st Floor J-Wing; Soldier Support Center
910-396-2909 or 910-396-3680 for PCS Travel Claims and Settlements.**

PER DIEM FOR PCS TRAVEL: Military members receive a "per diem" allowance, which is designed to partially reimburse for lodging and meal expenses when traveling from a Conus to Conus location.

- 2023 Rates Per Travel Day

\$157 Military members; \$117.75 Dependents 12 years and older; \$78.50 Dependents under age of 12

- 2023 Mileage Rate

\$.22 per mile (you may be authorized travel for a 2nd vehicle when owned and/or operated by your dependent)

DISLOCATION ALLOWANCE: Military members may be entitled to a Dislocation Allowance (DLA) when relocating their household due to a PCS. DLA is intended to partially reimburse relocation expenses. The entitlement amount is based upon pay grade and dependents travel options.

If Requesting DLA Travel Advance Submit (DFAS Form 9114) and attach orders. Current DFAS Form 9114 can be obtained and submitted at www.dfas.mil/militarymembers/travelpay/forms.html

TEMPORARY LODGING EXPENSE (TLE): TLE is designed to partially offset lodging and meal expenses when a member and/or dependents need to occupy temporary lodging in CONUS (Continental United States) in connection with a PCS. The member receives reimbursement (for member and family members) for temporary lodging and meal expenses. An itemized lodging receipt paid in full is needed.

- *Maximum TLE CONUS to CONUS is 14 days. (Used only at Losing or Gaining station)*
- *Maximum TLE CONUS to O-CONUS is 7 days. (Used only at Losing station)*

Number of Eligible Persons	Applicable	Lodging = \$109.00; M1 & E = \$59.00; Per Diem rate \$173.00		
Occupying Temporary Quarters	Percentage			
Member or 1 dependent	65%	\$70.85	\$38.35	65%
Member & 1 dependent, or 2 dependents only	100%	\$109.00	\$59.00	100%
Each additional dependent 12 & over, add	35%	\$136.25	\$73.75	125%
Each additional dependent under 12, add	25%	\$147.15	\$79.65	135%
		\$163.50	\$88.50	150%

TEMPORARY LODGING ALLOWANCE (TLA): What TLE is to CONUS, TLA is to overseas. Up to 60 days (can be extended) may be paid for temporary lodging expenses and meal expenses after a military member (and his/her family) arrive at a new overseas location, while awaiting housing.

PERMISSIVE TEMPORARY DUTY (PTDY): Military members are allowed Permissive TDY (Temporary Duty) for up to 10 days in conjunction with a Permanent Change of Station (PCS) move between and within the 50 states & District of Columbia. By "Permissive TDY" that means there is no transportation or per diem paid, and members are not charged for leave.

- DA Form 31 must be signed by a Lieutenant Colonel (05) or above.
- PTDY must be annotated in the remarks section.

ADVANCE PAY:

- The advance pay is intended to meet extraordinary expenses incident to a government ordered relocation.
- Soldiers without dependents, regardless of grade, will need to itemize expenses and must show justification in writing that extenuating circumstances exist.
- Soldiers in the pay grades of E-3 and below, must obtain their Commander's signature.
- Payment takes 3-5 business days (can be requested up to 30 days prior to departure date).

FOR YOUR INFORMATION:

- Use of Government Travel Card is preferred. All charges posted to GTCC must be paid and are responsibility of Soldier. Split
- Disbursement for use of Government Travel Charge Card can be requested. If Your PCS Order Canceled, Amended or Modified En Route Please Let Finance Know.
- Also include all reimbursable expenses on your travel voucher (Planes, Trains, and Tolls).

SMART VOUCHER PROCESS:

Soldiers have the option to submit vouchers directly to DFAS-Rome for processing - <https://smartvoucher.dfas.mil/voucher/>. By doing so, the AMPO/FO does not have visibility of voucher or when payment is made. If you are planning to complete an electronic Smart Voucher, you are still required to in-process at the gaining DMPO/FO and provide a copy of the travel settlement voucher when payment is made.

Place	Distance	Days	Place	Distance	Days	Place	Distance	Days
Ft. Belvoir, VA	308	1	Ft. Jackson, SC	170	1	Ft. Riley, KS	1206	4
Ft. Benning, GA	494	2	Ft. Knox, KY	595	2	Ft. Rucker, AL	596	2
Ft. Bliss, TX	1806	6	Ft. Leavenworth, KS	1114	4	Ft. Sam Houston, TX	1366	4
Ft. Campbell, KY	598	2	Ft. Lee, VA	217	1	Ft. Sill, OK	1296	4
Ft. Carson, CO	1665	5	Ft. Leonard Wood, MO	965	3	Ft. Stewart, GA	306	1
Ft. Devens, MA	791	3	Ft. Lewis, WA	2900	9	Ft. Story, VA	253	1
Ft. Dix, NJ	498	2	Ft. McCoy, WI	1069	3	Ft. Wainwright, AK	4334	13
Ft. Drum, NY	784	3	Ft. Meade, MD	363	1	Aberdeen PG, MD	404	2
Ft. Eustis, VA	257	1	Ft. Meyers, FL	719	2	Camp Lejeune, NC	152	1
Ft. Fisher, NC	152	1	Ft. Monmouth, NJ	544	2	Camp Shelby, MS	774	3
Ft. Gordon, GA	257	1	Ft. Monroe, VA	243	1	Carlisle Barracks, PA	451	2
Ft. Hamilton, NY	557	2	Ft. Myer, VA	322	1	Elgin AFB, FL	731	2
Ft. Hood, TX	1317	4	Ft. Ord, CA	2811	8	Redstone Arsenal, AL	576	2
Ft. Huachuca, AZ	2108	6	Ft. Polk, LA	1034	3	Walter Reed, DC	330	1
Ft. Irwin, CA	2462	7	Ft. Richardson, AK	4444	13	West Point, NY	605	2

PRIMARY DLA RATES
Effective January 1, 2023

Grade	Without-Dependent Rate	With-Dependent Rate
O-10	\$4,545.85	\$5,595.91
O-9	\$4,545.85	\$5,595.91
O-8	\$4,545.85	\$5,595.91
O-7	\$4,545.85	\$5,595.91
O-6	\$4,170.45	\$5,038.60
O-5	\$4,016.69	\$4,856.70
O-4	\$3,722.33	\$4,281.27
O-3	\$2,983.15	\$3,542.04
O-2	\$2,366.38	\$3,024.48
O-1	\$1,992.63	\$2,703.70
O-3E	\$3,221.26	\$3,806.63
O-2E	\$2,738.43	\$3,434.60
O-1E	\$2,354.79	\$3,173.31
W-5	\$3,781.83	\$4,132.43
W-4	\$3,358.52	\$3,788.50
W-3	\$2,822.75	\$3,470.97
W-2	\$2,506.93	\$3,193.16
W-1	\$2,098.43	\$2,761.61
E-9	\$2,758.30	\$3,636.36
E-8	\$2,531.71	\$3,351.93
E-7	\$2,162.97	\$3,112.14
E-6	\$2,093.94	\$3,109.26
E-5	\$2,093.94	\$3,109.26
E-4	\$2,093.94	\$3,109.26
E-3	\$2,064.19	\$3,109.26
E-2	\$1,774.81	\$3,109.26
E-1	\$1,639.26	\$3,109.26