



FINANCIAL PLANNING WORKSHEET FOR A PCS MOVE

Create Your Spending Plan

To create your PCS spending plan, subtract your total estimated expenses (B) from your total estimated inflows (A).



A. Estimated Cash Inflows

Amount

1. Travel allowance (MALT)*
2. Per diem*
3. Dependent's per diem*
4. Advanced Pay
5. Dislocation Allowance (DLA)*
6. Temporary Lodging (TLA/TLE)*
7. Proceeds from selling items you are not transferring
8. Refund of security deposit
9. Refund of utility deposit
10. Overseas allowances

**See Glossary on page 2 for definition.*

Total Move-Related Cash Inflows (A)



B. Estimated Expenses

Cost

EXPENSES BEFORE YOUR MOVE

1. House-hunting expenses
2. Fees to disconnect major appliances and services
3. Cleaning costs for vacated quarters/housing
4. Costs to dismantle outdoor furniture or play equipment
5. Fees to board and/or ship pets
6. Shipping costs for a boat or ATV(s)
7. Costs to ship or tow a vehicle(s)
8. Fees to ship items not authorized for shipping at government expense
9. Supplemental insurance costs for shipping or storing personal property
10. Costs for exceeding weight allowance (may be charged after move)
11. Preparing your vehicle(s) for travel
12. Expenses related to shipping vehicles overseas:
 - a. Ensure the engine, wipers, brakes, etc., are in good working order
 - b. Ready the vehicle for any specific requirements at the new location
 - c. Prepare the vehicle for shipping and/or storage
 - d. Move to port of shipment and return fare
13. Going away party or hail and farewell
14. Passport and visas

Subtotal (B)

B. Estimated Expenses (continued)

Cost

EXPENSES IN TRANSIT

- 15. Driving expenses
- 16. Lodging costs
- 17. Food and miscellaneous expenses
- 18. Sightseeing or recreation

EXPENSES AT NEW DUTY STATION

- 19. Repayment of advance pay (if applicable)
- 20. Housing security deposit
- 21. Storage fees
- 22. Utility deposits (e.g. phone, electricity, gas, water)
- 23. Costs to restock food and cleaning supplies
- 24. Laundromat costs until household goods arrive
- 25. Local transportation until vehicle arrives
- 26. Replacing household goods not shipped or purchasing items needed at new home
- 27. Clothing costs to accommodate a different climate
- 28. Additional child care costs
- 29. Auto inspection fees, registration, or updating drivers license address expenses (as applicable)

Subtotal (C)

**Total Estimated
Inflows (A)**

**Total Estimated Expenses
(B+C)**

Total Estimated Out of Pocket

Glossary

Mileage and Monetary Allowance in Lieu of Transportation (MALT) — Mileage reimbursement for Service members and their dependents making a CONUS move.

Per diem — A daily allotment to reimburse Service members for the out-of-pocket cost of food, lodging and incidental expenses that occur while on military business or temporary assigned duty away from their home station.

Dislocation Allowance (DLA) — An allowance intended to partially reimburse a Service member for expenses incurred to relocate household goods during a PCS move.

Temporary Lodging Expense/Allotment (TLE) (TLA) — An allowance that partially reimburses a Service member for lodging and meal expenses while staying in temporary lodging during a PCS. TLE is intended for CONUS moves and TLA is for OCONUS moves.