

FINANCIAL PLANNING WORKSHEET FOR A PCS MOVE

POSSIBLE SOURCES OF INCOME

- | | | |
|---|-------|-------|
| 1. Member's travel allowance (pre-payment) | _____ | _____ |
| 2. Member's per diem (pre-payment) | _____ | _____ |
| 3. Member's advance pay (pre-payment) | _____ | _____ |
| 4. Dependent's per diem (post-payment) | _____ | _____ |
| 5. Dislocation allowance (pre-payment) | _____ | _____ |
| 6. Temporary Lodging Expense (post-payment) | _____ | _____ |
| 7. Refund of security deposit (present quarters) | _____ | _____ |
| 8. Refund of utility deposits (present quarters) | _____ | _____ |
| 9. Accumulated pay while in transit? (post-payment) | _____ | _____ |
| 10. Profit from selling items you do not plan to transfer | _____ | _____ |
| 11. Overseas allowance (OHA, MIHA, TLA) | _____ | _____ |

Total sources of income (A):

POSSIBLE EXPENSES

- | | | |
|--|-------|-------|
| 1. Liquidation of advance pay | _____ | _____ |
| 2. Liquidation of advance travel | _____ | _____ |
| 3. Disconnect major appliances including cost of any necessary services (electrical, plumbing, carpentry) and reinstallation costs | _____ | _____ |
| 4. Disconnect and remove window air conditioners | _____ | _____ |
| 5. Cost to clean vacated quarters and final lawn maintenance; shipping pets? (crate, transportation and boarding) | _____ | _____ |
| 6. Dismantling outdoor play equipment and reassembly costs | _____ | _____ |
| 7. Shipping a boat or outdoor motor | _____ | _____ |
| 8. Shipping, towing or carrying a vehicle | _____ | _____ |
| 9. Shipping any other items not authorized at government expense | _____ | _____ |

- | | | |
|---|-------|-------|
| 1. Supplemental insurance for shipping or storing personal property | _____ | _____ |
| 2. Excess weight over authorized weight allowance | _____ | _____ |
| 3. Preparation of car for trip | _____ | _____ |
| 4. Reserve for vehicle breakdown enroute | _____ | _____ |
| 5. Other transportation to new duty station | _____ | _____ |
| 6. When shipping a car overseas, costs of preparing car for shipment are: | | |
| a. Cost to move to port of shipment and return fare | _____ | _____ |
| b. Get the engine, wipers, brakes, horn, etc., in good order | _____ | _____ |
| c. Glass | _____ | _____ |
| d. Exhaust system | _____ | _____ |
| e. Antifreeze in radiator, extra set of keys, remove CBs/CD players | _____ | _____ |
| 7. Temporary lodging costs after the pickup and before departure
(restaurant/food costs en route) | _____ | _____ |
| 8. Food costs after the pickup and before departure | _____ | _____ |
| 9. Hotel/motel costs en route | _____ | _____ |
| 10. Temporary lodging and food costs at new duty station
(two months rent plus security deposit on new quarters) | _____ | _____ |
| 11. Utility deposits (phone, electricity, gas, water, cable) | _____ | _____ |
| 12. Cleaning supplies for new quarters | _____ | _____ |
| 13. Laundromat costs until washer arrives | _____ | _____ |
| 14. Restock with food staples and first grocery order | _____ | _____ |
| 15. Local transportation costs until car arrives | _____ | _____ |
| 16. Extra long-distance calls to family or friends | _____ | _____ |
| 17. Replacement of damaged personal property | _____ | _____ |

Total of possible expenses (B):

Total balance of (A-B):