




# RECEIPT OF ADVANCE PAYMENT

 UNITED STATES MARINE CORPS

IN REPLY REFER TO  
4050  
Code 470

MEMBERS RESPONSIBILITY

From: [REDACTED] SSN# [REDACTED]  
To: Marine Corps Logistics Base, Albany GA, DITY move section

Subj: RECEIPT OF ADVANCE PAYMENT FOR DITY MOVE

1. I [REDACTED] did [REDACTED] or didn't [REDACTED] receive advance payment in the amount of \$ [REDACTED] for my Do-It-Yourself move (DITY).

[REDACTED]  
Signature / Date

2. Submit this letter with the rest of the paperwork in an 8-1/2" by 11" envelope for DITY move to:

Transportation Voucher Certification Division (TVCD)  
Code 470  
814 Radford Blvd - Suite 20318  
Albany, GA 31704-0318

- If advance was listed on DD Form 2278 [9(a)(4)], whether it was received or not, the Advance Voucher Sheet, or an alternative confirmation/denial of receipt of the Advance Operation Allowance is required.
- If an advance was neither received nor noted on DD Form 2278, this form is not required.

If you received an advance, you must submit your PPM claim within 45 days of receiving the advance. Include in your claim:

- Receipt of Advance Payment
- Copy of Voucher for Advance Payment (examples next slide)

**NOTE: If you receive an Advance Operating Allowance (AOA), to assist with the upfront costs associated with a PPM, and fail to submit a claim within 45 days to liquidate the advance, you will be checked for the amount of the advance.**

**Checkages are forwarded to DFAS for final processing**

- Active duty will see a note in your LES in regards to when the checkage will start**
- Retirees/separtees will receive a letter from DFAS**

<http://www.logcom.marines.mil/Portals/184/Docs/Sites/tvcd/files/Advance-pay-receipt.pdf>

**If you did not receive an advance, the 45 day submission requirement does not apply to you**