



# Arriving Overseas from US

## Your Benefits

### Your Checklist

- Call 480-5850 to obtain an overseas civilian identification card.
- Work with your sponsor to pick up your POV (Privately Owned Vehicle).
- Call 480-5774 to make an appointment to start overseas entitlements.
- Submit the Foreign Allowance App (SF 1190) to 435 MSS/DPCE to begin Temporary Quarters Subsistence Allowance (TQSA). Provide first night's receipt. Let DPCE know if you move.
- Complete the SF 1190 to request advanced salary.
- Submit the Foreign Allowance App (SF 1190) to begin your Living Quarters Allowance when you have found permanent housing on the economy. Provide the rental contract that has Housing Referral Office coordination.
- Start Post Allowance using the SF 1190. PA is not authorized while receiving TQSA.
- **RETAIN ALL RECEIPTS FROM YOUR PERMANENT QUARTERS.** These LQA accounts are reconciled based on actual expenses after one year.
- Commonly requested expenses not authorized.
  - Rental car
  - Pet Shipment
  - Firearms and ammunition
  - More than 1 POV shipment

- Foreign Transfer Allowance. (FTA) Authorized only from CONUS to overseas. The actual expense for employee and dependents for temporary quarters in
- **the US.** How long: 10 days. How much: Actual expenses for quarters, food, laundry capped at per diem rate for locality. How to claim: File Foreign Allowance App (SF 1190) with 435 MSS /DPCE. Lodging receipts needed. Single expense over \$75 receipts needed. Dependents reduced rate.
- Temporary Quarters Subsistence Allowance.(TQSA) The actual expense for employee and dependents for temporary quarters **overseas.** **HOW LONG:** 90 days. **HOW MUCH:** Actual expenses for quarters, food, laundry capped at 75% of per diem for locality of sponsor. **HOW TO CLAIM:** File Foreign Allowance App (SF 1190) with 435 MSS/DPCE. First night lodging receipt needed. Estimated first 30 days and paid in advance into the bank account. Account reconciled for actual expense payment. Lodging receipts, laundry/dry cleaning receipts and receipts for any daily food expenses over \$25. Itemize daily costs. Reduced rate for dependents. Overpayment must be collected from regular paycheck. Collected in 1 lump sum if possible.
- Miscellaneous Expense Allowance. Covers misc. items such as driver's license, utility connection fees, etc. without receipts at \$500 without dependents or \$1000 with dependents. With receipts capped at 1 week's salary without dependents and 2 weeks salary with dependents. File with travel voucher at Travel Pay.
- Property Management Services. Available with career program moves for GS-12 and above.
- Real Estate Expenses. Not authorized for overseas move
- Separate Maintenance Allowance. See 435 MSS/DPCE.
- Living Quarters Allowance. See 435 MSS/DPCE.
- Post Allowance. See 435 MSS/DPCE.
- Non-Temporary Storage. See 435 MSS/DPCE.

DSSR web site: <http://www.state.gov>

435 CONSOLIDATED CIVILIAN PERSONNEL FLIGHT  
435 MSS/DPCE, 2120 Lawn Ave, Room 215, 480-5774