Plan a budget for your PCS move. Personal style, family size, route plans, method of travel and “extras” all will make a difference in your costs. Completing the following worksheet will help you estimate your travel costs.

**DRIVING COSTS**

Allow an average of $25 per 100 miles for fuel, oil and maintenance.

Total miles you plan to travel: ____________

Multiply by $25 for every 100 miles: $___________

Expected driving cost: $___________

Toll charges expected: $___________

Total (add mileage and tolls): $___________

**OVERNIGHT ACCOMMODATIONS**

Estimate the cost of a room for each day during travel based on the following:

Double occupancy – $120, each additional person in room– $10 each, if traveling with pets, $20 pet fee, per pet

Expected daily room cost: $___________

Number of days of travel (based on travel of 350 miles per day) _________

Distance you plan to travel: ____________ miles

Divide total number of miles by 350 miles per day = _________ total days.

Total (add mileage and tolls): $___________

**FOOD AND OTHER COSTS**

Plan on food costs of $51 per person per day.

Number of people: ____________

Number of days: ____________

Multiply number of people by number of days: ____________

Multiply this figure by $51: $___________

Cost of other items (admission tickets, souvenirs, etc.): $___________

Total (cost of food and other items): $___________

**ESTIMATED REIMBURSEMENTS**

You cannot control the payment regulations. However, you can plan for your travel costs. Save receipts from everything!

- The disbursing officer at your new duty station will decide whether the regulations permit reimbursement of an item(s) and how much is paid.
- Reimbursements include mileage and per diem allowances and are based on whether one is traveling with or without dependents and the number of travelers.

TOTAL ESTIMATED COSTS (total previous three lines): $___________
# Financial Planning Worksheet for a PCS Move

## Possible Sources of Income

<table>
<thead>
<tr>
<th>Source of Income</th>
<th>Estimated</th>
<th>Actual</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Service member’s travel allowance (pre-payment)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2. Service member’s per diem (pre-payment)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>3. Service member’s advance pay (pre-payment)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>4. Dependent’s per diem (post-payment)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>5. Dislocation allowance</td>
<td></td>
<td></td>
</tr>
<tr>
<td>6. Temporary Lodging Allowance (post-payment)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>7. Refund of security deposit (if applicable)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>8. Refund of utility deposit(s) (if applicable)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>9. Accumulated pay while in transit (post-payment)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>10. Profit from selling items you are not transferring</td>
<td></td>
<td></td>
</tr>
<tr>
<td>11. Overseas allowances (if applicable)</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Total sources of income (A):

## Possible Expenses

<table>
<thead>
<tr>
<th>Expense Description</th>
<th>Estimated</th>
<th>Actual</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Advance pays (if applicable)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2. Disconnecting major appliances, including any necessary services (e.g., electrical, plumbing, carpentry) and reinstallation costs</td>
<td></td>
<td></td>
</tr>
<tr>
<td>3. Cost to clean vacated quarters/housing</td>
<td></td>
<td></td>
</tr>
<tr>
<td>4. Final lawn maintenance and costs to dismantle and reassemble outdoor furniture or play equipment.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>5. Cost to kennel and/or ship pets</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
6. Shipping costs for a boat or outboard motor
   _______________ _______________

7. Shipping, towing or carrying a vehicle
   _______________ _______________

8. Shipping any other items not authorized at government expense
   _______________ _______________

9. Supplemental insurance for shipping or storing personal property
   _______________ _______________

10. Excess weight over authorized weight allowance
    _______________ _______________

11. Preparing your vehicle for travel
    _______________ _______________

12. Reserve funds for travel incidentals and emergencies
    _______________ _______________

13. When shipping a car overseas, include costs to:
   a. Move to port of shipment and return fare
      _______________ _______________
   b. Ensure the engine, wipers, brakes, etc., are in good working order
      _______________ _______________
   c. Ready the vehicle for any specific requirements at the new location
      _______________ _______________
   d. Prepare the vehicle for shipping and/or storage
      _______________ _______________

14. Lodging costs at both departure and destination and en route
    _______________ _______________

15. Food costs during transit
    _______________ _______________

16. Housing security deposit/rent at destination
    _______________ _______________

17. Utility deposits (e.g., phone, electricity, gas, water, cable, cellphone transfer)
    _______________ _______________

18. Costs to restock food staples and cleaning supplies
    _______________ _______________

19. Laundromat costs until household goods arrive
    _______________ _______________

20. Local transportation until vehicle arrives
    _______________ _______________

21. Replacing household goods not shipped or purchasing items needed at new home
    _______________ _______________

22. Clothing costs to accommodate a different climate
    _______________ _______________

Total Expenses (B): _______________ _______________
Internet Resources for PCS Moves

The following websites provide a wealth of information to help you prepare for your move:

Annualcreditreport.com (free annual credit report from the three major reporting agencies): www.annualcreditreport.com

Automated Housing Referral Network: www.ahrm.com

Bankrate.com: www.bankrate.com

Defense Finance and Accounting Service (DFAS): www.dfas.mil

Defense Personal Property System (DoD household goods portal): www.move.mil

Defense Travel Management Office: www.defensetravel.dod.mil

DoDEA Educational Partnership: http://www.militaryk12partners.dodea.edu


Military OneSource: www.militaryonesource.mil

Military Spouse Resources: www.careeronestop.org/militaryspouse

“Money and Mobility: For Military Personnel and Families” (FINRA): www.saveandinvest.org/web/groups/sai/@sai/documents/sai_original_content/p124896.pdf


Navy/Marine Corps Housing OneStop: www.housing.navy.mil/onestop

Navy-Marine Corps Relief Society (NMCRS): www.nmcrs.org

Navy Personnel Command: www.public.navy.mil/bupers-npc/Pages/default.aspx

TRICARE military health system: www.tricare.mil

U.S. State Department (Passport information): http://travel.state.gov/passport/passport_1738.html

USA4MilitaryFamilies: www.usa4militaryfamilies.dod.mil