

SECTION I. YOUR ITINERARY (CONT'D)

NAME/LOCATION:	MDTVL:	NATURE OF DUTY:	CLCVN DATE:	DURATION TD/TDI:	LEAVE PERIODS:
6					
7					
8					
9					
10					

SECTION II/III MEMBER/DEPENDENTS' ITINERARY (ADDITIONAL INSTRUCTIONS)

TWO-LETTER MODES OF TRAVEL		(MDTVL)
(a) 1st letter		(b) 2nd letter
T – TRANSPORTATION REQUEST		A – AUTO
G – GOVERNMENT TRANSPORTATION		B – BUS
C – COMMERCIAL TRANSPORTATION		R – RAIL
P – PRIVATE VEHICLE		V – VESSEL
		P – PLANE

SECTION III. HOUSEHOLD GOODS (ADDITIONAL INSTRUCTIONS)

METHOD: Use "C" for Commercial Shipments or "D" for Do It Yourself Shipments (DITY).
 SHIP FROM: Use "R" if shipped from Residence or "S" if shipped from Storage
 ESTIMATED WEIGHT: Estimate 1000 lbs per room or estimate weight from previous shipments. Your transportation officer can help you with shipping and storage entitlements.
 SHIPMENT CODE: Use "HHG" for Household Goods or "EXP" for Express Shipments

ABBREVIATIONS:

CLCVN:	Class Convening Date	PCSVAD:	Permanent Change of Station Variance Analysis Department
CNTRY:	Country	PDS:	Permanent Duty Station
DITY:	Do It Yourself Shipments	POV:	Privately Owned Vehicle
EST:	Estimated/Estimation	SHIP:	Shipment
EXP:	Express Shipments	SSN:	Social Security Number
HHG:	Household Goods	TD:	Temporary Duty
LOC:	Location	TDI:	Temporary Duty Under Instruction
MDTVL:	Mode of Travel	WT:	Weight
MED:	Mediterranean		
MOS:	Months		
NATURE OF DUTY:	Reason for Intermediate Duty Station, e.g. TEMDUINS, TEMDU		
ORDER NO./AUTH:	Authority for Permanent Change of Station Transfer – Order Number		
PCS:	Permanent Change of Station		

PRIVACY ACT STATEMENT: As the member, you must submit this form. If you don't, administrative action may result. Authority to require this information comes from 5 United States Code 301, Department Regulations, which deals with estimating cost for PCS travel.

Mail to: *(window envelope may be used)*

Director
 Permanent Change of Station
 Variance Component
 1240 East 9th Street, Suite 967
 Cleveland, Ohio 44199-2088

Signature of Member