



## TEMPORARY LODGING ALLOWANCE (TLA)



The following information is provided to inform you of TLA policies IAW the Financial Management Regulation (FMR), AFI 32-6000 and AE 37-4.

TLA is authorized to partially reimburse you for more than normal expenses incurred as a result of occupying temporary quarters. It is authorized in the PDS (Permanent Duty Station) area only.

\_\_\_\_\_ Reimbursement is based on availability of either government or off-base economy housing, whichever is earlier, regardless of whether you are applying for government housing or prefer to live off-base. If you elect off-base housing you must aggressively seek off-base housing and provide a landlord contact sheet when you file your TLA reimbursement request. Your TLA must be reviewed in 15 day increments. Within the first 15 days, you should view a minimum of three dwellings. Each subsequent 15 day increments, you should view at least an additional six dwellings. A Rental Contract should be obtained and submitted in the first 30 days. Continuation of TLA will be based on your demonstrated diligence in seeking permanent housing and availability.

\_\_\_\_\_ If you refuse to occupy available government-controlled quarters, TLA is terminated the first date Furnishings Management Section (FMS) can deliver loaner furniture to the available quarters. A “No Show” for a scheduled FMS delivery or self-pick-up within the PDS area from the warehouse constitutes termination of TLA. If an economy contract is furnished, TLA is terminated the contract effective date.

\_\_\_\_\_ If you choose to initiate a rental contract for a home that is not readily available, or that has not been inspected by our office, TLA may be terminated if the housing manager determines there are adequate homes are available for immediate occupancy.

\_\_\_\_\_ Personal preference issues such as, furniture limitations, school districts, and size are NOT justification for an extension. To continue to receive additional TLA, you should only look at rentals that are immediately available due to the limited number of days TLA authorized and the time it takes FMS or TMO to deliver loaner furniture to the economy. **TLA extensions will not normally be approved when referral listings are available within your bedroom entitlement, Overseas Housing Allowance (OHA) ceiling, and commuting distance. TLA extension requests must reach the housing management office before the end of the 60 day arrival period. Approval/Disapproval authority is USAEUR G1.**

\*\*Additional situations may apply and are subject to KMC Housing Office approval.  
Please contact a housing representative for any questions. \*\*

Member's Signature: \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_ Received Copy: \_\_\_\_\_

(Member's Initial)