

ESTIMATED TRAVEL COSTS FOR A PCS MOVE

★ PLANNING PCS COSTS

A PCS move requires a lot of planning which includes creating a budget. Your type of move, family size, planned route, method of travel and “extras” will all impact the total cost of your move. Completing the following worksheet will help you plan and estimate costs.

★ DRIVING COSTS

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

Total miles you plan to travel: _____

Divide total miles by 100: _____

Multiply by \$25: \$ _____

Toll charges expected: \$ _____

Total (add mileage cost and tolls): \$

★ OVERNIGHT ACCOMMODATIONS

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

Hotel cost per night — \$120 - \$150

If traveling with pets — \$20 pet fee per pet

Expected daily room cost: \$ _____

Distance you plan to travel: _____ miles

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

Total (accommodations x days): \$

★ FOOD AND OTHER COSTS

Plan on food costs of \$50 per person per day.

Number of people: _____

Number of days: _____

Multiply number of people by number of days: _____

Multiply the figure from the line above by \$50: \$ _____

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

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

TOTAL ESTIMATED COSTS (total previous three boxes): \$

★ ESTIMATED REIMBURSEMENTS

Reimbursements may not cover all costs, but you can reduce expenses by planning ahead. Be sure to save all receipts!

- 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 you are traveling with or without dependents or with other travelers.