



my.move.mil

MOVE YOURSELF (PPM) INFO SHEET

What Happens Next?



Figure out how you are going to conduct your move.

(i.e. Hire movers, rent a UHaul, etc. Make sure you save receipts!)



Get an empty weight ticket.

(If you are hiring a moving company, make sure they know to do an empty weight ticket too. If you are using multiple vehicles, each one needs its own empty and full weight ticket.)



Pack and load your household goods.



Get a full weight ticket.

(If you are taking multiple trips or using multiple vehicles, each trip/leg needs their own weight ticket.)



Request payment.

(Upload your weight tickets and eligible receipts in order to request payment in my.move.mil)

Frequently Asked Questions (FAQ)

What expenses are claimable?

You should save receipts for any expenses you incur as part of moving your household goods. Expenses in the following categories can be claimed for reimbursement as part of your PPM, reducing your tax liability:

Contracted Expenses	Rental truck, trailer, moving services, hired labor, PODS, etc.
Rental Equipment/Materials	Hand/appliance dolly, furniture pads, stair crawler, etc.
Consumable Packing Materials	Boxes, wrapping paper, tape, rope, tarps, tie-straps, etc.
Weighing Fees	Weight ticket fees
Gas, Tolls, Parking, and Environmental Fees	Only covers costs incurred during the actual transportation of your household goods.
Oil	Only covers the cost of the actual oil, not the oil change or service.

What happens if I move more or less weight than I anticipated?

Your final payment is based on the amount of weight you actually move, which is calculated when you request your PPM payment on my.move.mil. If you move more weight than anticipated, the government will pay you up to your weight entitlement. If you move less weight than anticipated, your actual payment will probably be less than originally estimated. If you got an advance, and move significantly less weight, there is a chance you will have to pay back some of your advance to the government.

What if my plans change?

If you decide you need to depart on a different day, that is fine. You will update your actual departure date when you go to request payment for your PPM. If you decide not to do a PPM at all, you will need to cancel your shipment on my.move.mil and pay back your advance if you received one.

How do I get an advance or storage?

Travelers should use their Government Travel Credit Card (GTCC) for all PPM expenses. Advances will only be granted in exceptional circumstances. You can request short term storage in my.move.mil system or at your local Personal Property Office (PPPO). Storage extensions are granted on a case-by-case basis.

How am I going to get paid?

To get paid for your PPM shipment, you will need to return to my.move.mil and complete the 'Request Payment' flow in the system. Once you complete the payment request, in most cases it will be routed to the local finance office and you will see a payment deposited shortly thereafter.

How long do I have to turn everything in?

The general rule of thumb is to turn your weight tickets in and request your PPM payment within 45 days after arriving at your final destination. If you got an advance, the finance office might furnish back your advance amount without warning if you take too long to file for your final PPM payment.

For more information on claimable eligible expenses, visit:

<https://www.irs.gov/pub/irs-pdf/p521.pdf>

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