			1	**TQSA**	DAILY I	TEMIZATIO	N OF EXPE	NSES CLAIN	MED	**TQSA**			
DGING: Recei		ired OCATION				DAILY COS	т	DI	EPN	1	D	ERIOD	
	LOCAHON			DAILI COST			DLIN		FROM: TO:				
										FROM:		TO:	
MEAL	LAUNDRY	: Receipts	are require	d for Laundry	& Dry Clea	ns Yen Rate	Use Military	Banking R	ate at:	http://www	v.usfj.mil/		
Date	Yen Rate	Lod			kfast		inch		nner	Landry & I	Dry Cleaning	Daily Total	Lodging Total
		Yen	Dollar	Yen	Dollar	Yen	Dollar	Yen	Dollar	Yen	Dollar		
	¥1											\$0.00	\$0.00
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	¥1											\$0.00	\$0.00
	¥1										1	\$0.00	\$0.00
	¥1						1				1	\$0.00	\$0.00
						TOTAL AMO	OUNT OF ME	AL/LAUNDR	Y CLAIM	1		\$0.00	
							DUNT OF LO						\$0.00
						GRAND TO	TAL					\$0.00	
SA claim for 30 days I 30 days 30 days										S INFORMATIC NCLUDING RE		TO AFOSI REVI	EW.
							SIGNATUR	RE				DATE	
Form 3125v1	.2 Mar 83	(OVERF	RINTAS								GENERAL		

Effective (09-01-07

RECEIPTS REQUIREMENTS					
Receipts are not required for any single meal, per person					
that does not exceed those meal rates.					
MEAL RATES:					
ADULT CHILD (Age 12 and below)**					
BREAKFAST: \$6.00 \$5.00					
LUNCH: \$10.00 \$6.00					
SUPPER: \$15.00 \$10.00					
Receipts are required for expenses claimed for TQSA to include lodging, laundry and for any single meal purchase that exceeds the above					
rates. Claims for meal reimbursements must be for the actual amount of the meals even though receipts are not required at the time the					
reimbursement worksheet is submitted. In other words, do not submit a claim for an adult for a flat \$6, \$10, and \$15 for each					
respective meal for each day, etc.					
** Adult Meal Rates apply to children whose ages are 13 and older.					

I understand that I will claim actual expenses, and receipts are required for meals, per person, that exceed the meal rates shown above. I further understand that receipts are required for lodging and laundry.

Signature:

Date: _____

OFF-BASE TEMPORARY QUARTERS REFERENCE

HOTEL	PHONE NO.	PRICE PER NIGHT	PET ALLOWED
Hamagawa Lodge	936-7139	¥11,000 ~	Yes
Crown Hotel	933-2551	¥8,000 ~	No
Eagle Apartment	936-3651	¥10,000 ~	Yes
Hotel New Century	933-5599	¥9,500~	No
Hotel Grand Mer.	931-1500	¥9,500 ~	No

			1	**TQSA**	DAILY I	TEMIZATIO	N OF EXPE	NSES CLAIN	MED	**TQSA**			
DGING: Recei		ired OCATION				DAILY COS	т	DI	EPN	1	D	ERIOD	
	LOCAHON			DAILI COST			DLIN		FROM: TO:				
										FROM:		TO:	
MEAL	LAUNDRY	: Receipts	are require	d for Laundry	& Dry Clea	ns Yen Rate	Use Military	Banking R	ate at:	http://www	v.usfj.mil/		
Date	Yen Rate	Lod			kfast		inch		nner	Landry & I	Dry Cleaning	Daily Total	Lodging Total
		Yen	Dollar	Yen	Dollar	Yen	Dollar	Yen	Dollar	Yen	Dollar		
	¥1											\$0.00	\$0.00
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	+1 ¥1									+	+	\$0.00	\$0.00
	¥1									-		\$0.00	\$0.00
	¥1										1	\$0.00	\$0.00
	¥1						1				1	\$0.00	\$0.00
						TOTAL AMO	OUNT OF ME	AL/LAUNDR	Y CLAIM	1		\$0.00	
							OUNT OF LO						\$0.00
						GRAND TO	TAL					\$0.00	
SA claim for 30 days I 30 days 30 days										S INFORMATIC NCLUDING RE		TO AFOSI REVI	EW.
		_					SIGNATUR	RE				DATE	
Form 3125v1	.2 Mar 83	(OVERF	RINTAS								GENERAL		

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			*	**TQSA**	DAILY I	TEMIZATIC	N OF EXPE	NSES CLAI	MED	**TQSA**			
GING: Rece		OCATION				DAILY COS	т	DI	EPN	1	Р	ERIOD	
								FROM: TO:					
							FROM:		TO:				
MEAL	/LAUNDRY	: Receipts a	re require	d for Laundry	& Dry Clea	ns Yen Rate	Use Military	Banking R	ate at:	http://www			
Date	Yen Rate	Lodg		Brea			inch		nner		Dry Cleaning	Daily Total	Lodging Tota
		Yen	Dollar	Yen	Dollar	Yen	Dollar	Yen	Dollar	Yen	Dollar		
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	¥1 ¥1						-					\$0.00	\$0.00
	¥1 ¥1											\$0.00	\$0.00
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	¥1						1				1	\$0.00	\$0.00
	¥1											\$0.00	\$0.00
	¥1						1		1			\$0.00	\$0.00
	¥1											\$0.00	\$0.00
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						TOTAL AMO	DUNT OF LO	DGING CLA	M				\$0.00
						GRAND TO	TAL					\$0.00	
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