PART V - DAILY ITEMIZATION OF EXPRENSES										PART VII - COMPUTATION		
TO BE COMPLETED BY THE CLAIMANT									TO BE COMPLETED BY			
DATE	LODGING LOCATION [HOTEL NAME(S)]	HOTEL COST	NUMBER OF PERSONS		STATUS OF PERSON (NOTE 1)		MEAL INFORMATION (NOTE 2)			FINANCE OFFICE PERSONNEL		
			CLAIMANT	OTHERS	CLAIMANT	OTHERS	BREAKFAST	LUNCH	DINNER	MAX TLA (NOTE 3)	INCOME (NOTE 4)	DAILY AMOUNT PAYABLE
PART VI - NOTES										TOTAL AMOUN	T PAYABLE	
 Show "T" for temporary duty, "H" for hospital, and "L" for leave away from the vicinity of your permanent duty station. Show "C" for commercial, "H" for home meal, "G" for government meal. If all meals during the TLA period are consumed at commercial sources, meal itemization is not required to be shown. 												
3. JFTR, Vol. 1, App. J, Par. U9207.												
4. INCOME: PER DIEM DAILY RATE: \$												
	* BAS DAILY RATE:	\$		_								
*	* BAQ DAILY RATE:	\$		_								
NOTE: *BAS - Basic allowance for subsistence. **BAQ - Basic allowance for quarters. ***FSA - Family sep										aration allowance	ə.	