

**Supplemental Instructions
DFAS R&A Pay**

**DFAS-CL Form 1800/97
Certificate of Existence (COE) for Retired Members**

When to use this form:

The DFAS-CL Form 1800/97 is used to verify the existence of retired members whose retired pay checks are delivered through the international postal system to foreign countries. These members must submit a COE twice per year to continue to receive their retired pay. COEs are automatically mailed every six months.

To complete the DFAS-CL Form 1800/97, please follow the instructions below. Please note that an incomplete DFAS-CL Form 1800/97 will result in the suspension of the retired pay account.

Instructions by Section

Instructions	Reminder & Tips
Full Name of Retiree	Last, First, Middle Initial
Social Security Number	
Recipient's Name (If different than above)	
Number, Street, RFD, Apt. Number	RFD-Rural Free Delivery (rural-area postal system)
City, Postal Code, Country	
Remarks	Any further information necessary to process the COE.
Signature of Retiree	A COE that is not signed and dated cannot be processed and will be returned to the member.
Date	A COE that is not signed and dated cannot be processed and will be returned to the member.

Please return all documents to:

Defense Finance and Accounting Service Retired Military Pay
P.O. Box 7130
London, KY 40742-7130

Or Fax: 1-800-469-6559

Please direct questions to the address above or call our customer service representatives at 1-800-321-1080, between 8:00 a.m. and 5:00 p.m. Eastern Standard Time, Monday through Friday.