

Sir or Ma'am,

Due to the DFAS fiscal-year cutoff, after Sept. 22 the IMA Travel Office will be unable to pay any RTS travel claims for FY15 until the system comes back online in FY16. Any Individual Reservist who requires reimbursement prior to FY16 must submit their voucher no later than Friday, Sept. 18, at 12 p.m. (EDT).

Submitting travel vouchers by that deadline does not guarantee payment in FY15. However, the IMA Travel Office will make every effort to process vouchers received in advance of that deadline before the FY closeout.

Members may still file their travel vouchers during the year-end closeout. However, reimbursement will not be paid out until DFAS comes back online in the new fiscal year, on or after Oct. 5, 2015.

Year-end closeout does not affect vouchers submitted in DTS as long as the order/authorization is already in DTS.

Please direct any questions to the IMA Travel Office.

1-800-808-5942

DSN: 625-5800

Telephone hours: 8:00 a.m. - 4:00 p.m. (ET)

Dobbins.imatravel@us.af.mil

To ensure vouchers are received, send by Fax: (478) 327-0625 DSN 497

HQ Individual Reservist Readiness and Integration Organization

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