



Lodging with Currency Conversion Fees

Refer to the paragraph references for clarification when computing TLA. The Service member must be advised upon reporting to aggressively seek permanent Government quarters or private sector housing, to keep an accurate lodging expense record (including lodging receipts), and to register with and inform the TLA Approving Official of progress in obtaining permanent quarters or housing at least every 15 days (par. 680402-C2).

Note: Rates used in these examples may not be current and are for illustrative purposes only.

TLA: Daily M&IE and Lodging Ceiling Percentages (Effective 1 October 2020)

Number of Eligible Persons Occupying Temporary Lodging	Lodging Percentage	M&IE Percentage
Service member or one dependent (total one person)	100	65
Service member couples (total two persons - percentage each when lodging together)	65	65
Service member and one dependent, or two dependents (total two persons – percentage together)	100	100
Each additional dependent age 12 and older	35	35
Each additional dependent under age 12	25	25

Scenario: A Service member and spouse occupy temporary lodging for 5 days. Preparation and cooking facilities are not available in the temporary lodging. The locality [per diem rate](#) is \$268 (\$152/\$116). The applicable percentage is 100 percent for the Service member and the spouse. The lodging expense is \$145, including lodging tax, and the international transaction (currency conversion) fee charged by the GTCC is \$25. Itemized lodging receipts are provided as required.

TLA Computation

Step	Action	Calculation
TLA Computation for April 2-10 – Service Member and Dependent		
1	Determine the maximum rates (applicable percentage times the locality rate) for:	
	Lodging	100% of \$152=\$152
	M&IE	100% of \$116=\$116
	International Transaction (currency conversion) Fee	5 days x \$5=\$25
2	Compare the actual daily lodging cost (including lodging tax and currency conversion fee) to the Step 1 maximum lodging rate. Use the lesser amount.	\$145+5=\$150
		\$150 vs. \$152 \$150
3	Add the Step 1 M&IE to the selected Step 2 lodging amount.	\$116+\$150=\$266
4	Multiply the amount in Step 3 by the number of days.	5 days x \$266=\$1,330
Total		\$1,330