



Relocation Budget Planner

One of the best ways to minimize the out-of-pocket expenses during your move is to set up a budget. Budgeting is essential to limiting your expenses and tracking your benefits and entitlements. The Relocation Budget Planner is one of the tools you can use to keep on track throughout your move. If you need assistance, contact your Military and Family Support Center or Military OneSource – <http://www.militaryonesource.mil>.

Enter your estimated benefits and entitlements in the first column (Benefits due you). Enter your estimated total cost for each item in the middle column (Your total estimated cost). Calculate the difference between the first column and the middle column, and put the number in the third column (Difference). If that number is negative, you may incur out-of-pocket expenses. Knowing this in advance can help you reduce your estimated costs and plan for extra expenses.

Keep your Relocation Budget Planner current as estimates change or become actual costs. This will help you stay on top of your relocation finances. You also may want to keep track of these costs for tax purposes or reimbursement for a personally-procured move.

Relocation assistance point of contact

Name _____

Telephone # _____

Transportation office

Name _____

Telephone # _____

Housing office point of contact

Name _____

Telephone # _____

House-hunting trip

	Benefits due you	Your total estimated cost	Difference
Transportation			
Lodging			
Meals			
Child care			
Incidentals			
House-hunting trip subtotal	\$	\$	\$

Selling a home

	Benefits due you	Your total estimated cost	Difference
Real estate commission			
Prepayment penalty			
Attorney/title fees			
Appraisals/inspections			
Advertising costs			
House preparation/cleaning			
Other			
Selling a home subtotal	\$	\$	\$

Lease termination expenses

	Benefits due you	Your total estimated cost	Difference
Lease cancellation fee			
Cleaning/repair			
Unused rent			
Pet deposit			
Other			
Lease termination subtotal	\$	\$	\$

Temporary living costs

	Benefits due you	Your total estimated cost	Difference
Transportation			
Lodging			
Meals			
Incidentals			
Temporary living subtotal	\$	\$	\$

Household goods shipment

	Benefits due you	Your total estimated cost	Difference
Packing			
Transporting goods (contractor)			
Vehicle rental (PPM only)			
Unpacking			
Storage			
Car (or other vehicle)			
Boat/boat trailer			
Camper or RV			
Claims/damage			
Incidentals			
Household goods subtotal	\$	\$	\$

Travel to new duty station

	Benefits due you	Your total estimated cost	Difference
Transportation			
Lodging			
Meals			
Incidentals			
Travel subtotal	\$	\$	\$

Buying a home

	Benefits due you	Your total estimated cost	Difference
Attorney's fees			
Title search fees			
Appraisal/inspection			
Loan origination fee			
Survey fee			
Insurance			
Recording/transfer fees			
Other			
Buying a home subtotal	\$	\$	\$

Renting a home

	Benefits due you	Your total estimated cost	Difference
Security deposit			
Pet deposit			
Renter's insurance			
Advance: first month's rent			
Advance: last month's rent			
Other			
Renting a home subtotal	\$	\$	\$

Miscellaneous

	Benefits due you	Your total estimated cost	Difference
Utility deposits (minus any refund)			
Household insurance (minus any refund)			
Property tax (minus any refund)			
Interest on bridge loan			
New furnishings (minus any proceeds from yard sale)			
Other one-time expenses (list)			
Pet boarding			
Miscellaneous subtotal	\$	\$	\$
Grand total	\$	\$	\$