

**STORAGE IN-TRANSIT (SIT) AT GOVERNMENT EXPENSE**

**SECTION I - REQUEST FOR ADDITIONAL SIT BEYOND INITIAL AUTHORIZATION**

**Reference Paragraph JTR 0518-A (Armed Forces Service Member (SM)) and JTR 054307 (DoD Civilian Employees (CE))**

When, conditions beyond the control of the customer, personal property in SIT at Government expense cannot be withdrawn during the current authorized SIT period for customer, additional SIT for not more than an additional 90 days may be authorized in advance or subsequently approved by the Transportation Officer or the designated DoD Component or USCG Transportation Agent.

**SECTION II - CUSTOMER'S STATEMENT OF FACTS**

**1. ADDITIONAL SIT OF MY PERSONAL PROPERTY IS NECESSARY, DUE TO CONDITIONS BEYOND MY CONTROL. THESE CONDITIONS ARE (X all that apply)**

**1a. SERIOUS ILLNESS OR DEATH OF THE CUSTOMER OR DEPENDENT**

**1d. NONAVAILABILITY OF SUITABLE HOUSING**

**1b. SM IMPENDING ASSIGNMENT TO GOVERNMENT QUARTERS**

**1e. AWAITING COMPLETION OF RESIDENCE UNDER CONSTRUCTION OR RENOVATION**

**1c. DIRECTED/INTERVENING OR LONG-TERM TRAINING ASSIGNMENT ON TDY ORDERS AFTER ARRIVAL AT THE PERMANENT DUTY STATION (PDS)**

**1f. OTHER CIRCUMSTANCES THAT MAY APPLY (Specifics are mandatory in Block 8: REMARKS)**

**1g. CUSTOMER UNDERSTANDING:**

I understand that this request is subject to approval based on supporting facts provided by me IAW JTR entitlements. In the case this requested extension is not approved, in order to preserve my right to file a claim against the TSP and/or the Government, I must arrange and conduct a joint inspection of the shipment (at my expense), prior to the expiration date, and complete a Loss and Damage AT Delivery Form. The expiration date becomes the "delivery" date of the shipment, and I can file a claim for any lost or damaged items noted on the Loss and Damage AT Delivery Form. Without an inspection, loss or damage cannot be presumed to have occurred during the period of Government SIT. My intent to file a claim must be completed no later than 180 calendar days from the delivery/expiration date. Also, any claim against the TSP or the Government for loss or damage to personal property pursuant to authorized Government SIT must be filed within two years from the delivery/expiration date.  
If I choose to keep my personal property in SIT at my expense beyond the delivery/expiration date, it is recommended that I obtain private insurance coverage during that period.

**2. CUSTOMER INFORMATION**

**2a. NAME (Last, First, Middle Initial)**

**2b. RANK/GRADE**

**2c. DOD ID NUMBER**

**2d. SIGNATURE**

**2e. DATE SIGNED (DDMMYYYY)**

**SECTION III - TRANSPORTATION OFFICE**

**3a. INSTALLATION NAME**

**3b. INSTALLATION ADDRESS (Include Zip Code)**

**4.  APPROVAL FOR AN ADDITIONAL SIT IS GRANTED IN ACCORDANCE WITH PARAGRAPH JTR 0518-A (ARMED FORCES SERVICE MEMBERS) AND JTR 054307 (DOD CIVILIAN EMPLOYEES), DUE TO CONDITIONS CITED ABOVE.**

**5. IF APPROVED, STORAGE AUTHORIZATION FOR BL/MTO #**

**WILL EXPIRE ON (DDMMYYYY)**

**6a. ORDER NUMBER**

**6b. ORDER ISSUING OFFICE**

**6c. DATED (DDMMYYYY)**

**7. TRANSPORTATION OFFICE REPRESENTATIVE**

**7a. NAME (Last, First, Middle Initial)**

**7b. RANK/GRADE**

**7c. TITLE**

**7d. SIGNATURE**

**CUSTOMER NAME** *(Last, First, Middle Initial)*

**BL/MTO #**

**8. REMARKS** *(Note: Do not provide Personal Identifiable Information (PII) or medical information subject to the Health Insurance Portability and Accountability Act of 1996 (HIPAA).)*