

DEPARTMENT OF THE ARMY
HEADQUARTERS, UNITED STATES ARMY, EUROPE AND SEVENTH ARMY
STAFF FINANCE AND ACCOUNTING OFFICER
UNIT 29001
APO AE 09007

AEAFC-FAPD-AP

28 SEP 00

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Transmission of Transactions For Others (TFO) to DFAS-Europe (Accounting Policy Memorandum #00-02)

1. DA Form 200 (Transmittal Record) will be used by Finance Battalions to transmit TFO vouchers to DFAS-Europe. The DA Form 200 will be prepared in three copies with each TFO voucher listed individually on the DA Form 200 or an attached schedule. The Finance Battalion will forward two copies of the DA Form 200 to DFAS along with the vouchers and retain the third copy in a suspense file. Once DFAS personnel have returned a signed copy of the DA Form 200 to the originating Finance Battalion, the suspense copy can be cleared. The DA Form 200 copy returned by DFAS should be retained for a period of 2 years from the date of the transmittal.
2. Point of contact is Mr. Bridges, DSN 379-5161.


BELINDA PINCKNEY
COL, FC
Staff Finance and
Accounting Officer

DISTRIBUTION:

Cdr, 8th FB, Unit 23731, APO AE 09034
Cdr, 39th FB, Unit 20193, BOX 0026, APO AE 09165
Cdr, 106th FB, CMR 475, APO AE 09036
Cdr, 208th FB, UNIT 30041, APO AE 09166
Cdr, 3d SSB FB (FWD), Tuzla Main, APO AE 09789

CF:

Dir, DFAS-Europe, Unit 23122, APO AE 09227