



DEFENSE FINANCE AND ACCOUNTING SERVICE

8899 east 56th street
Indianapolis, in 46249-0201

DFAS-JFEC/IN

MEMORANDUM FOR UNITED STATES MILITARY RETIRED PAY OFFICE

SUBJECT: Incomplete Waiver Package

This is in regard to the waiver application for **Rank Name, US?** (Retired), file number MSXXXXXXX. A waiver request was (**not**) submitted through your office and does not contain the necessary information to process the waiver. We are closing our case file until such time as we receive the additional information requested. Once the information is received, we will reopen the file and process the waiver application as soon as possible.

Please provide the following information necessary to adjudicate the waiver:

- Please provide Report of Investigation.
- Debt computation reflecting “was paid”, “should have been paid”, and the difference. New debt computation version is attached.
- We need all retired pay lines for the period of the indebtedness to include three months before, during, and three months after the indebtedness.
- Our office needs all previous Veterans Affairs (VA) Forms: VA Form 21-526, Veteran's Application for Compensation and/or Pension or VA Form 21-651, Election of Compensation in Lieu of Retired Pay or Waiver of Retired Pay to Secure Compensation from DVA. We will need a copy of one of the original signed and dated forms mentioned above that had been signed **prior** to receiving VA Compensation.
- Please provide all Combat Related Special Compensation (CRSC) and Concurrent Retirement and Disability Pay (CRDP) election forms and notification letters, if applicable.
- All DVA award letters including the initial disability rating letter from the DVA.
- Original debt letter to retiree.
- DD Form 2656, Data for Payment of Retired Personnel.
- DD Form 2656-6, Survivors Benefit Plan Election Change Certificate.
- Orders to Temporary Disability Retired List
- Orders to Permanent Disability Retired List.
- Divorce decree or court orders.
- Pay lines for former spouse payments.

****Please omit what you do not need above. If there is something else that needs to be added that is not on the template just add what you need.

If the retiree no longer has the original copy of the VA Form 21-526 or VA Form 21-651, the retiree needs to contact their regional VA office to obtain a copy. If the VA does not have a

copy of the VA form 21-526 or VA form 21-651, our office will need a statement from the VA stating they do not have a copy of the requested information on VA letter head with a Point of Contact.

Questions regarding waivers may be directed to technician name at (317) 212-XXXX or email dfas.indianapolis-in.jfe.mbx.remission-waiver-indy@mail.mil.

Sincerely,

Supervisor's name
Chief, Remissions and Waivers Branch
Debt and Claims Management

Attachment(s): *Note-if you are only attaching 1 attachment you need to take the (s) off the letter.
As stated