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SUBJ: REISSUE OF TTM 16-06 WITH UPDATED INFORMATION ON OF 1164 (TTM 16-07) RMKS/

OPTIONAL FORM (OF) 1164 REPLACES STANDARD FORM (SF) 1164 (TRAVEL TECHNICAL MESSAGE (TTM) (16-06)//

- 1. THE SF 1164 IS NOW OBSOLETE AND INACTIVE. THE SF 1164 HAS BEEN REPLACED WITH THE OF 1164.
- 2. EFFECTIVE FEBRUARY 1, 2017, THE NEW OF 1164 MUST BE SUBMITTED FOR ALL REIMBURSEMENT CLAIMS.
- 3. ANY SF 1164 SUBMITTED ON OR AFTER FEBRUARY 1, 2017, WILL BE RETURNED WITH A REQUEST TO RESUBMIT THE REQUEST ON THE ACTIVE OF 1164.
- 4. TO ACCESS OF 1164 ON THE GSA.GOV WEBSITE, LOWER CASE LETTERS MUST BE USED (HTTPS://WWW.GSA.GOV/PORTAL/FORMS/DOWNLOAD/150834).
- 5. POINT OF CONTACT FOR THIS TTM IS THE TRAVEL FUNCTIONAL AREA, 317-212-5094/5090/4312.

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