

DATES TO REMEMBER FOR HOUSEHOLD GOODS CLAIMS

1. The DD Form 1840 (pink form) should be filled out at delivery.
2. The DD Form 1840R (reverse of DD Form 1840) must be filled out and delivered to the nearest claims office within 70 days after delivery. Please note that this IS NOT filing a claim (Claims Office personnel will provide you with appropriate claim forms (DD Form 1842 and DD Form 1844) when you deliver the pink form).

You must submit the pink form to a claims office within the 70 days. Receipt by the 70th day allows claims personnel to dispatch a copy of the DD Form 1840R to the carrier by the 75th day, which is the actual cutoff date for carrier liability, as required by agreement with the carriers. Do not let this time period lapse through oversight or neglect. There are some limited exceptions to the 70-day rule, but you should not rely on them unless absolutely necessary as you risk not being paid for items reported late.

3. If you have insurance, you must first file a claim with your insurer, before filing a claim with the Army.
 - ◆ Notice to your private insurance company must be made as stated in the policy. Some insurance companies may require notification within 91 days, while others may allow up to one year.
 - ◆ Check your policy carefully because failure to notify your insurance company may result in denial of payment of those items by the insurer and by the Army.
4. Your claim against the Army must be filed within two years of the date of delivery. The two-year statute of limitations was established by Congress and cannot be waived.
5. **A CLAIM IS NOT CONSIDERED FILED UNTIL IT IS ACTUALLY RECEIVED BY THE CLAIMS OFFICE.** Placing the claim in the mail a few days prior to expiration of the two-year limitation is not sufficient unless it is actually received in the Claims Office. A claim may be Faxed, but it still must be received within the two years. The original claim bearing original signature must still be filed.
6. **PLEASE NOTICE THAT THE TIME PERIOD FOR FILING THE DD FORM 1840R AND THE TWO YEAR PERIOD FOR FILING A CLAIM ARE COMPLETELY DIFFERENT THINGS.** Filing a DD Form 1840R within 70 days has no effect whatsoever on the two year statute of limitations for filing the claim itself.

Questions concerning these instructions should be referred to the Claims Division, Office of the Staff Judge Advocate: (803) 751-2739 or DSN 734-2739.