

Operation: New DoD Travel Card

Issued by Citi

The Department of Defense's current Government Travel Charge Card contract with Bank of America is ending this year. As the Travel Card Program transitions to the new SmartPay® 2 contract, all government travel cardholders will receive new cards soon.

The new GTCCs will be issued by Citi and ready for use Nov. 30, 2008, after the current Bank of America GTCCs expire Nov. 29, 2008 at 11:59 p.m. Eastern Standard Time.

Important note: Remember to verify receipt of your new travel card to ensure that you will be able to use it Nov. 30, 2008. You can verify receipt of your card by phone or online anytime after Aug. 15. The contact information will be on a sticker that is affixed to your card. As part of the receipt verification process, you will be asked to accept the Cardholder Agreement Terms and Conditions. You must agree to the terms and conditions in order to use your new GTCC.

If you will be traveling during the cutover (Nov. 29-30, 2008), you should charge all official travel expenses up to, and including, Nov. 29, 2008, on your current Bank of America GTCC. Travel expenses incurred from **12:00 a.m. EST Nov. 30, 2008, should be charged to your new GTCC.**

If you do not receive your new GTCC in the mail by Oct. 31, 2008, it may be because you have an outdated address on file. If you believe your address of record is outdated, please notify your APC immediately.

Your primary contact for transition information is your APC. Cardholders can also visit www.defensetravel.dod.mil or www.gsa.gov/smartpay or send questions to dtmotc@dtmo.pentagon.mil for more information.

