DEFENSE FINANCE AND ACCOUNTING SERVICE
SAN DIEGO
4181 RUFFIN ROAD
SAN DIEGO,CA 92123-1819

JUN 13 2007

DFAS-SD/JUP

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Change in Paying Office for Vendor Payments

The Defense Finance and Accounting Service (DFAS), San Diego is scheduled to close on February 29, 2008. In connection with this closure, the majority of the Navy work performed by the San Diego office will transfer to the DFAS Cleveland.

Vendor Pay contracts originating on or after October 1, 2007, should be prepared to show the paying office as DFAS Cleveland, pay office DoDAAC N68732. The EDM fax number for Cleveland is 1-877-426-4280. For all other contracts, the paying office should be modified to show DFAS Cleveland effective on March 1, 2008.

For transmission of payment documents, contracts, invoices, and other supporting documents to DFAS Cleveland, please use the following addresses:

Via regular mail:

DFAS Cleveland
Attn: Accounts Payable
P.O. Box 998022
Cleveland, OH 44199

Via Express mail, FedEx, UPS, DHL, etc.:

DFAS Cleveland, Accounts Payable
Attn: SB-39, Accounts Payable
1240 E. 9th Street
Cleveland, OH 44199

Customer inquiries that arise after submission of your invoice or payment request can be addressed with our Customer Service Call Center at 1-800-756-4571. For faster service after dialing, please select option 2, and then option 4.

DFAS Cleveland will strive to provide excellent customer service and support to its San Diego customers. Should questions arise concerning this change, please refer them to one of the following people:

Rayna Parsons, DFAS Cleveland, 216-204-2466
Catherine Green, DFAS Cleveland, 214-204-3031
Art Mann, DFAS San Diego, 858-616-5001
Pat Copus, DFAS San Diego, 858-616-5011

M. Jackson
Captain, SC, USN
Field Site Director

cc:
COMMANDER, SPACE AND NAVAL WARFARE SYSTEMS COMMAND
COMMANDER, U. S. PACIFIC FLEET
COMMANDER, NAVAL AIR SYSTEMS COMMAND
COMMANDING OFFICER, NAVAL MEDICAL LOGISTICS COMMAND
DFAS CLEVELAND

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