

HOW TO REQUEST AN OLD ARMY OR AIR FORCE LEAVE AND EARNINGS STATEMENT

If you need an OLD Leave and Earnings Statement (LES), there are a few ways to get them. Here's how:

- If you are an **ACTIVE DUTY** military member, you'll need to go to your Local Finance Office and **SUBMIT** your request.
- If you are **SEPARATED** from the **Army** or **Air Force**, a member of the **Reserves** or **National Guard**, please read through the information below and follow the links.

REMINDER! Please use the email boxes below to request OLD LES ONLY!

Contact your Pay Office or DFAS Customer service, **1-888-332-7411**, for any other requests.

< < **TURN-AROUND TIME:** Normal turn-around time is **60 CALENDAR DAYS**. > >

AIR FORCE: Separated Active Duty Member, Current/Separated Reserve or Air National Guard

SEPARATED **Active Duty** LES requests:

- **BEFORE** JANUARY 1985, contact Records Management, (CIN-RECMGT@dfas.mil).
- **AFTER** JANUARY 1985, fill out the form, from the **LINK** below...

CURRENT/SEPARATED **Reserve** or **National Guard** LES Requests:

- **BEFORE** MARCH 1976, contact Records Management, (CIN-RECMGT@dfas.mil).
- **AFTER** MARCH 1976, fill out the form, from the **LINK** below...

AF Form **LINK**: (<https://corpweb1.dfas.mil/askDFAS/custQueriesCategorySelection.do?subCategoryID=7744>)

ARMY: Separated Active Duty Member, Current/Separated Reserve or National Guard Member

SEPARATED **Active Duty** LES requests:

- **BEFORE** JANUARY 1972, contact Records Management, (CIN-RECMGT@dfas.mil).
- **AFTER** JANUARY 1972, fill out the form, from the **LINK** below...

CURRENT/SEPARATED **Reserve** or **National Guard** LES Requests:

- **BEFORE** JUNE 1975, contact Records Management, (CIN-RECMGT@dfas.mil).
- **AFTER** JUNE 1975, fill out the form, from the **LINK** below...

ARMY Form **LINK**: (<https://corpweb1.dfas.mil/askDFAS/custQueriesCategorySelection.do?subCategoryID=7745>)

MARINE CORPS: Active Duty Member, Reserve or Separated

Active, Reserve and Separated USMC Service Members:

- For LES Requests from the last < **12 months** (1 YEAR OR LESS) prior to the DATE OF YOUR REQUEST
 - Available on **myPay**.
- For LES Requests from the last **12+ months** (MORE THAN 1 YEAR) prior to the DATE OF YOUR REQUEST
 - Send e-mail to CCL-MC-RECORD-SERVICES@dfas.mil **or**
 - Fax request to 216-367-3606.

NAVY: Separated Active Duty Member, Current/Separated Reserve

SEPARATED **Active Duty** LES requests:

- **AFTER** MARCH 1993
 - Call 1-888-332-7411
 - Option 2
 - 7 am to 4pm CST

POWER OF ATTORNEY

If you have a power of attorney (POA) and are requesting Leave and Earnings statements, please follow the process as laid out under the appropriate service, Army or Air Force. You must submit a copy of your POA, with your request.