Completing an TVI

The Travel Voucher Interview (TVI) module is an electronic method of processing a newly joined or Marine’s travel voucher.

Please enter information completely and accurately to avoid errors or delays in processing.

1. Log in to MOL at https://mol.tfs.usmc.mil/
2. Click on the “Travel” menu item
3. On the left side of the screen click on “Travel Voucher”
4. You will be prompted to Select your itinerary. If you do not see this option contact your Unit administration section.
5. Click Each dependent that traveled with you.
6. Input all Travel details.
Quick Start Guide

Completing an TVI

7. Input all Temporary Lodging Expense (TLE), then click “next”.

8. Input All other travel related expenses, then click “next”.

9. Review Travel claim information then click “next”.

This info sheet is a product of the Manpower Information Systems Support (MISSA) Training Support Team. Distribution Statement C: Distributions authorized to U.S. Government Agencies and their Contractors.
Confirm Travel claim information by clicking “Submit”.

**What happens next?**

After submitting your TVI, it will be submitted to the local finance office for processing.