



UNITED STATES MARINE CORPS
MARINE CORPS INSTALLATIONS PACIFIC
UNIT 35001
FPO AP 96373-5001

IN REPLY REFER TO:
5890
SJA/CLAIMS
10 Dec 13

MEMORANDUM FOR MILITARY CLAIMS ACT CLAIMS

From: Claims Supervisor, Marine Corps Installations Pacific

Subj: TWO REQUIRED REPAIR ESTIMATES

Ref: (a) Air Force Instruction 51-501/Tort Claims

1. Per the reference, claimants must provide two (2) repair estimates for damages to personal vehicles in order to submit a claim under the Military Claims Act (MCA).
2. **Estimates must:**
 - a. be completed by an auto-repair shop,
 - b. include a break-down of the cost for parts and labor, and
 - c. include the cost of used parts for vehicles over five years.
3. **Estimates may:**
 - a. be completed by an on-base or off-base car repair shop, and
 - b. be completed in the Japanese language.
4. The Claims Office can translate estimates in Japanese. However, estimates in English are preferred.
5. Repair estimate fees often apply and are not reimbursable under the MCA.
6. For additional assistance, please contact the Claims Supervisor, Judy A. Barney at judy.barney@usmc.mil or 645-9429.

A handwritten signature in black ink, appearing to read "J. Barney".

J.A. BARNEY