

Buyers are reminded that payments must be made in accordance with the terms and conditions of their sales contract.

In order to avoid delays when picking up property, all payments must be received **at least 24 hours in advance** of your scheduled pick up.

As a reminder, all payments made by guaranteed instrument (Certified Check, Money Order, etc.), Must be payable in U.S. dollars to the "US Treasury". Credit Card Payments are limited to \$24,999.99.

### **CONUS Conducted Sales:**

1. **MAIL** your method of payment to:

DLA Disposition Services  
Attn: Cashier  
74 Washington Ave N  
Battle Creek, MI 49037-3092

2. **FAX** a completed credit card payment to 269-961-7230. CONUS

CREDIT CARD FORM is available for your convenience:

[Conus Credit Card Form](#)

We accept VISA, Discover, MasterCard and American Express.

3. Complete your credit card payment **ONLINE** at:

<https://www.pay.gov/paygov/forms/formInstance.html?agencyFormId=25176217>

### **EUROPEAN Conducted Sales:**

1. **MAIL** your method of payment to the address provided in your sales contract/bid solicitation.

2. **FAX** a completed credit card payment to 001-269-961-7230.

EUROPEAN CREDIT CARD FORM is available for your convenience:

[European Credit Card Form](#)

We accept VISA, Discover, MasterCard and American Express.

3. Complete your credit card payment **ONLINE** at:

<https://www.pay.gov/paygov/forms/formInstance.html?agencyFormId=35558988>

## **SOUTHWEST ASIA Conducted Sales**

1. **MAIL** your method of payment to:

DLA Disposition Services  
Attn: Cashier  
74 Washington Ave N  
Battle Creek, MI 49037-3092

2. **FAX** a completed credit card payment form to 001-269-961-7230.

SOUTHWEST ASIA CREDIT CARD FORM is available for your convenience.

[Southwest Asia Credit Card Form](#)

We accept VISA, Discover, MasterCard and American Express.

3. Complete your credit card payment **ONLINE** at:

<https://www.pay.gov/paygov/forms/formInstance.html?agencyFormId=28689487>

## **PACIFIC Conducted Sales**

Follow instructions provided by your local Sales Contracting Officer.

### **Additional information pertaining to credit card payments:**

When paying amounts due with a credit card online, please be sure to complete all screens as required. At the last screen, the system will show if your transactions has been accepted or declined. If your transaction is accepted, we recommend that you print a copy of the page for your records. If your transaction was declined, you will need to contact your financial institution, or try a different credit card.

If you require special assistance in processing your credit card, we recommend downloading the credit card payment form and faxing it to the number provided.

If you encounter a problem after your online credit card transaction was accepted you will need to contract your Sales Contracting Officer. Once information is processed, we are not able to make any type of adjustment/correction.

For DLA Disposition Services credit card privacy and security statements, please see – Credit Card Processing Privacy and Security Policy <https://pay.gov/paygov/privacyAndSecurityPolicy.html;jsessionid=jP20T86Blg82>

Please contact the Customer Service Center if assistance is needed.  
[DLAContactCenter@dla.mil](mailto:DLAContactCenter@dla.mil)