

DFAS Columbus



DFAS Columbus is the Center of Excellence for Acquisition Accounting (including Contract Pay), the largest customer mission area within DFAS. Acquisition Accounting focuses on supporting the military services and large buying commands within Department of Defense (DoD), such as the Air Force Materiel Command and the

Army Materiel Command, where DFAS Columbus both makes the contract payments and performs the related accounting processes.

DFAS Columbus also hosts the key functions currently performed in Accounting Operations, Travel Pay and Disbursing mission areas supporting the DoD. Accounting Operations is comprised of the following functional areas:

- Accounts Payable (formerly 'contract pay and vendor pay')
- Accounts Receivable
- Accounts Maintenance
- Control and Departmental Reporting
- Customer Call Center
- Systems Operations

The single organization structure creates management oversight of the entire end-to-end process and significant process efficiencies. Major Defense agencies' accounting and related vendor pay work (e.g., the Defense Logistics Agency and the Defense Commissary Agency) are also located at DFAS Columbus.

Directions

DFAS Columbus is located on the DSCC (Defense Supply Center-Columbus) Installation. The address of DFAS Columbus is 3990 East Broad Street Building 21 Columbus OH 43213. Directions to DFAS Columbus can be found using [Google](#)

Preparation for your first day

If possible, you can arrive at DFAS Columbus the Friday prior to your first day to pick up your temporary vehicle pass and ID badge. This will expedite your entrance on Monday. Also, if you are need of any special accommodations for your first day, please give our Site Support office a call.

On your first day, arrive at DFAS Columbus by 7:30 a.m. If you need to pick up your parking pass and temporary ID, please plan to arrive by 7:15 a.m.

Enter through the Broad Street gate, show the security guard your driver's license and let him/her know you are a new employee reporting to work. You will be directed to the Visitor Building where you will get a parking pass.

Once you have your pass, you may park in the main parking lot North of Building 21 (After exiting the visitors center, proceed straight ahead north to the 4-way stop. Turn right on Roosevelt and follow it past the firehouse. Building 21 will be on the right). You may park starting in Row D and further back. A shuttle is available to take you to building 21. Pick up locations are at the end of rows G, J, M, & P. Go to the main lobby in Building 21 and let the receptionist know you are a new employee reporting to work. Once in the lobby, you will receive an unescorted visitor badge. An escort will come to pick you up shortly.

Make sure you arrive with the following:

- Driver's license
- Social Security card, birth certificate or passport
- Your bank routing and account number (you may use a voided check) to sign up for direct deposit
- If you have prior military service, a copy of your DD214
- **Completed forms.** You can find the list of forms [here](#). All forms are required except the Term/Temp Appointment and Retired Military/Reserve Category forms. Only complete these forms if they apply to you.