

PLAN MY MOVE WORKSHOP

www.barksdalelife.com

Are you **READY** for your next **MOVE?**

www.militaryonesource.mil/moving-housing

Plan My Move

For additional assistance
CALL
318-456-8400

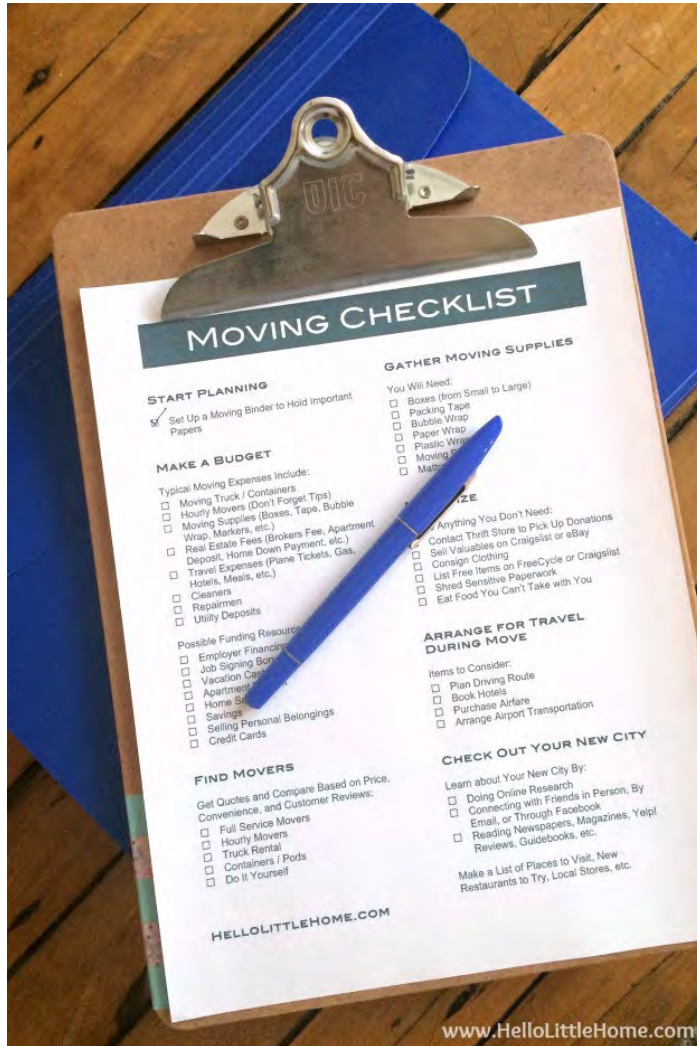
[https:// planmymove.militaryonesource.mil/](https://planmymove.militaryonesource.mil/)

**Barksdale Airman & Family Readiness Center
Relocation Assistance Program**

SMOOTH MOVE OVERVIEW

- ✘ Managing Transition Stress
- ✘ PCS Financial Readiness
- ✘ Personal Property/JPPSO /Claims
- ✘ Financial Entitlements
- ✘ Enhanced Federal Employment Opportunity for PCSing Spouses
- ✘ School Liaison
- ✘ TRICARE
- ✘ Airman & Family Readiness Center
 - ✘ Air Force Aid (Child Care for PCS)
 - ✘ Web and Smart Device Resources
 - ✘ OCONUS/Military Installations –

SMOOTH MOVE VIDEO



[Click here to play video](#)

RELOCATION STRESS



Click the link below
For more information about
the MFLC Program

[Electronic
Brochure](#)

Adult MFLC: Elizabeth Gentry (318) 553-4597

CYB-MFLC: Aijah Benson (318) 592-0854



**Mandatory Financial Readiness PCS
touchpoint training available via
MyVector or at the Airman & Family Readiness Center**

For more information, call 318-456-8400



Questions

Thank you!

Kimberly Love, AFC

Personal Financial Readiness

Program Manager

Barksdale A&FRC

direct: 318-456-8400

Email: kimberly.love.4@us.af.mil

EMPLOYMENT ASSISTANCE PROGRAM (EAP)



Barksdale AFB Airman & Family Readiness Center
318-456-8400

EMPLOYMENT ASSISTANCE PROGRAM (EAP)

The Employment Assistance Program assists Active Duty, Reserve/Guard, Military Spouses/Dependents, Retirees, and DoD Civilians achieve short and long-term employment goals.

- Seek out **education/training** opportunities
- Provide information on **Licensure Re-Certification Re-imbusement**
- Provide research resources for **local employment opportunities** in the civilian and federal work places
- Conduct **resume review (AFRC does NOT write resumes)**
- Encouraging attendance at employment workshops
- Networking



EMPLOYMENT ASSISTANCE PROGRAM (EAP)



Services also include:

- ✓ resources for self-employment
- ✓ Small business and entrepreneurial workshops and resources

Child Care Assistance

MILITARY
CHILDCARE  **com**

MCAA Scholarships



The scholarship provides up to **\$4,000** in financial assistance for spouses pursuing

- ✓ Associate degrees
- ✓ Occupational certificates
- ✓ Licenses in portable career fields

SPOUSE REIMBURSEMENT FOR LICENSURE / CERTIFICATION

Reimbursement up to **\$1000**
for occupational state
relicensing/recertification
costs due to PCS/PCA for
orders



ONLINE RESOURCE for Spouses

www.barksdalelife.com

- ❑ Select A&FRC icon
- ❑ Select Employment Assistance Program
 - ❑ Military Spouse Re-Licensing/Re-Certification Reimbursement Program

for a program tri-fold and process information packet. Miscellaneous Career Assistance and Educational Financial Resources are also listed under the Employment Assistance Program.





BARKSDALE AFB

FINANCE



Overview



-
- Government Travel Card (GTC)
 - PCS Entitlements
 - Dislocation Allowance (DLA)
 - Temporary Lodging Expense (TLE)
 - Temporary Lodging Allowance (TLA)
 - Common Questions/Issues
 - Questions/Assistance



Government Travel Card (GTC)



- Use to pay for authorized travel expenses
 - Common authorized expenses: airfare, lodging, gas, food, rental truck (U-Haul)
- Keep receipts for reimbursement purposes.
- Monitor your GTC! In the end you are still liable and responsible for it.
- Split disbursement is available while filing the 1351-2 at your NPDS Finance.



PCS Entitlements – Per Diem



- \$155.00 per day - member
 - 75% of \$155.00 for spouse and for each dependent over 12 (\$116.25)
 - 50% of \$155.00 for dependents under 12 (\$77.50)
- Travel by commercial means - member 'Lodgings-Plus' rate for new PDS or rate for delay point if must stop overnight
 - 75% of the member's rate for each dependent over 12
 - 50% for each dependent under age 12
- 75% of each on day of departure & day of arrival



PCS Entitlements – POV MALT



- Monetary Allowance in Lieu of Transportation (MALT)
 - \$0.18 per mile based upon the official distance between the old and new duty station.
 - Payable for up to 2 vehicles (if a dependent of driving age drives the second vehicle)
 - When PCS travel includes TDY en route - all POV travel on PCS order (from old PDS to TDY station, between TDY stations, and from TDY station to new PDS) is paid by the MALT rate



Dislocation Allowance (DLA)



- DLA partially reimburses a Service member for expenses incurred in moving a household
- Not entitled if moving into unaccompanied government housing (dorm)
- Generally, only one DLA is permitted in a fiscal year.
- DLA is a flat rate based on rank and dependency status.
 - Dependents must relocate in order to receive the With-Dependent Rate.
 - Mil-to-Mil couples are only authorized one DLA when sharing the same residence at the old duty location and new duty location.



Dislocation Allowance (DLA) (Enlisted)



PRIMARY DLA RATES Effective January 1, 2022

E-9	\$2,637.00	\$3,476.44
E-8	\$2,420.37	\$3,204.52
E-7	\$2,067.85	\$2,975.28
E-6	\$1,871.77	\$2,749.19
E-5	\$1,726.35	\$2,472.52
E-4	\$1,501.85	\$2,472.52
E-3	\$1,473.41	\$2,472.52
E-2	\$1,196.76	\$2,472.52
E-1	\$1,067.17	\$2,472.52



Dislocation Allowance (DLA) (Officer)



PRIMARY DLA RATES Effective January 1, 2022

Grade	Without-Dependent Rate	With-Dependent Rate
O-10	\$4,345.94	\$5,349.82
O-9	\$4,345.94	\$5,349.82
O-8	\$4,345.94	\$5,349.82
O-7	\$4,345.94	\$5,349.82
O-6	\$3,987.05	\$4,817.02
O-5	\$3,840.05	\$4,643.12
O-4	\$3,558.63	\$4,092.99
O-3	\$2,851.96	\$3,386.27
O-2	\$2,262.31	\$2,891.47
O-1	\$1,905.00	\$2,584.80
O-3E	\$3,079.60	\$3,639.23
O-2E	\$2,618.00	\$3,283.56
O-1E	\$2,251.23	\$3,033.76

✦ Call Us ✦



Temporary Lodging Expense (TLE)



- TLE is designed to partially reimburse a Service member for lodging and meals while occupying temporary lodging in the CONUS.
- Receipts are required for reimbursement.
- Non-availability letter is required to reimburse off-base lodging.
 - If no Non-A is provided, member will be limited to the on-base government lodging rate for reimbursement.
- CONUS to CONUS PCS:
 - TLE is limited to 10 days max.
 - 10 days can be split between Old Permanent Duty Station (OPDS) or New Permanent Duty Station (NPDS)
 - ex: 3 days at OPDS, 7 days at NPDS; 5 days OPDS, 5 days NPDS; all 10 days at NPDS; etc.
- CONUS to OCONUS PCS:
 - TLE is limited to 5 days CONUS.
 - Member may be entitled to TLA once OCONUS.



Temporary Lodging Allowance (TLA)



- TLA is intended to partially reimburse Service members for higher than normal expenses incurred while occupying temporary lodging OCONUS.
- TLA must be filed through OCONUS Housing Management Office (HMO).
- The TLA Authority (usually delegated to the HMO) will determine the number of days authorized
 - Standard limitation ranges between 3-30 days.
 - TLA ends if the Service member fails to accept adequate permanent Government quarters or stops diligently searching for permanent private-sector housing.
- TLA is considered a military pay entitlement not a travel pay entitlement.
 - **This means TLA will pay out in a paycheck and CANNOT be split-disbursed to your GTC card!**
- For more specific information on TLA, please contact your gaining HMO/base. They will be able to give you the most up-to-date information for your area.



Common Questions/Issues



- **Baggage Fees:**
 - Baggage Fees are only reimbursable for the first to checked bags (per person) not to exceed 70 pounds each. Excess baggage is NOT reimbursable.
 - Most U.S. carriers authorize more 4-5 checked bags for free. (You may need to show your military ID or PCS orders)
- **CONUS to CONUS: Shipping a second vehicle.**
 - Shipment of a second vehicle may be authorized reimbursement not to exceed the MALT between authorized points. This must be authorized on your orders. If you are shipping a second vehicle, please contact Finance for more information.
- **Flying Commercial Air to OCONUS Location:**
 - Unless authorized on your orders, you **MUST** book your overseas travel through TMO and **MUST** utilize a US based carrier.



Questions/Assistance



Please open a CSP Inquiry at:

<https://usaf.dps.mil/teams/SAFFMCSP/portal/SitePages/Home.aspx>

Or walk in between these hours

Closed on holidays, training days, family days, and lunch

Monday: 0900-1200 & 1300-1500

Tuesday: 0900-1200 & 1300-1500

CLOSED ON WEDNESDAYS

Thursday: 0900-1200 & 1300-1500

Friday: 0900-1200 & 1300-1500

✦ Call Us ✦

The logo of the 20th Air Force Logistics Support Squadron is a circular emblem. It features a central globe with a grid pattern. Above the globe are two stylized wings, one on each side. The top arc of the circle contains the text "RAPID RESPONSIVE RELIABLE" and the bottom arc contains "20 LOGISTICS READINESS SQ".

Planning Your PCS Move

Barksdale AFB - Traffic Management Office

If you have any questions please contact our office at 456-3229



Overview

Step 1: Receiving assignment notification

Step 2: Passenger Movement

Step 3: Receiving your orders

Step 4: Create your shipment

- PPM
- Government Contracted Move
- POV

Closing Comments from TMO

****Keep in mind, timeline varies from member to member****

Step 1: Assignment Notification

- You will be provided an official assignment notification.
- If you have questions related to current guidance on COVID, please contact MPF at 456-3710.
- **NOTE: Assignment notification does not mean you have “orders.”**

Step 1: Assignment Notification

Things you can do at this time:

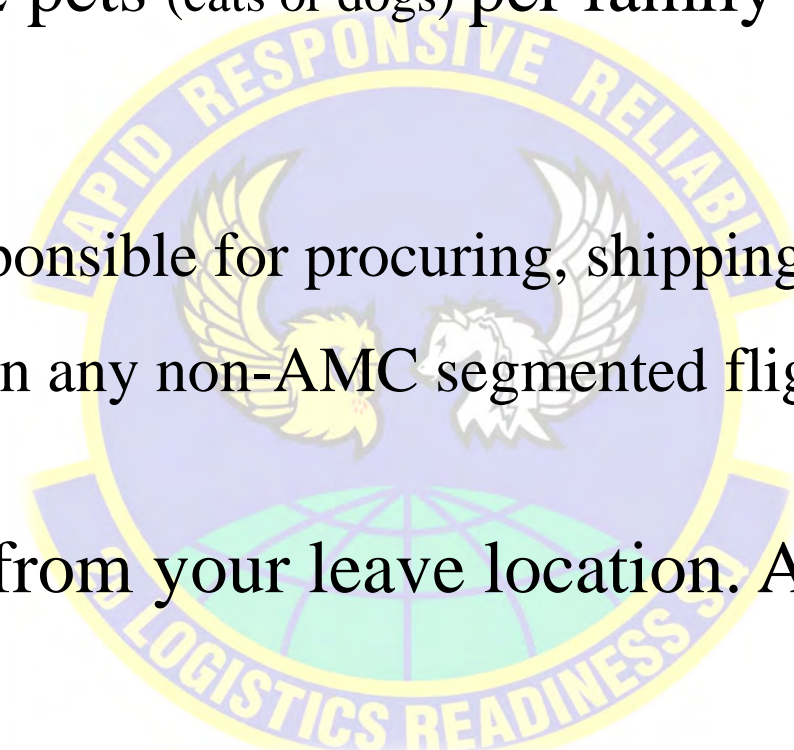
- Research housing options at your next location
 - ✓ <https://installations.militaryonesource.mil/>
 - ✓ Visit Military OneSource for moving resources.
 - ✓ [Basic Information for Your Personal Property](#)
- ✓ Create/Update Defense Personal Property System profile.
- ✓ If you have a profile already, this is a good opportunity to log back in and update rank, and contact information.
- ✓ **Contact TMO Passenger Travel section & make flight reservations (order is not required)**
- ✓ **You CANNOT create shipment at this time because you do not possess an authorization.**

Step 2: TMO – Passenger Movement

- For flights, no orders necessary to initiate a reservation.
- Fill out Flight Request provided by Passenger Travel Section.
- Ensure your GTC is active!
- For OCONUS travel:
 - Per DTR, Part I, Chapter 103, Order of Precedence, United States Transportation Command (USTRANSCOM)-contracted airlift (e.g., Patriot Express channel airlift, AMC) **must be used** for Outside the Continental United States (OCONUS) travel unless there is a documented negative critical mission impact. Even if it is more convenient for the traveler.

Step 2: TMO – Passenger Movement

- Members are authorized 2 pets (cats or dogs) per family on AMC flight on 1st come - 1st serve basis!
 - The traveler is solely responsible for procuring, shipping, all the related costs, and restrictions for their pet on any non-AMC segmented flight.
- We cannot fly you to or from your leave location. Ask about Circuitous Travel.



Passenger Travel Section

456-3189

2LRS.LGRDF.PassengerMovement@us.af.mil

If you have any questions please contact our office at 456-3229

Step 3: Receiving your orders

- Your moving process begins!
 - **FYI: No movement can be done WITHOUT ORDERS.**
- Review orders and ensure YOU understand your entitlements.
- (Members should receive orders NET 120 day prior to member's PDD from Barksdale AFB)
 - Verify everything is correct; basic info, destination, dependents, etc.
 - Create your shipment on DPS: PPM, HHG, NTS
 - <https://dps.move.mil/cust/standard/user/home.xhtml>
 - Contact our office if you have any questions in this portion.

Step 4: Types of Shipments (*Weight Entitlement*)

Table 5-37. PCS and NTS Weight Allowances (Pounds)			
	Grade	With Dependents	Without Dependents
1	0-10 to 0-6	18,000	18,000
2	0-5 or W-5	17,500	16,000
3	0-4 or W-4	17,000	14,000
4	0-3 or W-3	14,500	13,000
5	0-2 or W-2	13,500	12,500
6	0-1, W-1, or Service Academy Graduate	12,000	10,000
7	E-9	15,000	13,000
8	E-8	14,000	12,000
9	E-7	13,000	11,000
10	E-6	11,000	8,000
11	E-5	9,000	7,000
12	E-4	8,000	7,000
13	E-3 to E-1	8,000	5,000
14	Aviation Cadet	8,000	7,000
15	Service Academy Cadet or Midshipman		350

Joint Travel Regulation, Table 5-37

If you have any questions please contact our office at 456-3229

Step 4: Type of Shipments: *Personal Procured Movement (PPM)*

- Please visit the follow link for local moving agents: [Local Moving Agents](#)
- *Not all local agents are contracted/endorsed by the government.

UHAUL Rent truck/trailer



Shreveport Location

Service: In Person/Online

Phone Number: 318-861-1140

Address: 1050 Shreveport Barksdale Hwy
Shreveport, LA 71105

Hours: Mon-Fri 7AM-4:30PM

Bossier Location

Service: In Person/Online

Phone Number: 318-5504167

Address: 2205 Barksdale Blvd,
Bossier City, LA 71112

Hours: Mon-Fri 10AM-3PM

PODS – Container delivered to your location, flexibility to take your time packing and loading. Driver picks up container and delivers to next destination.



Service: Online

Phone Number: (877)770-7637

Website: pods.com

UPack – similar to PODS.

Container will be dropped off at location and picked up by driver.

Service: Online

Phone Number: 888-571-7422

Website: upack.com



Step 4: Type of Shipments: *Government Contracted Move*

- Member is authorized either Household Goods (HHGs), Unaccompanied Baggage (UB) and/or Non-Temporary Storage (NTS).
- During your TMO briefing, you will sign documentation required to book your shipment.
- TMO will submit your shipment to Joint Personal Property Shipping Office in San Antonio, Texas for your shipment to be assigned a Transportation Service Provider (TPS).

Step 4: Type of Shipments: *Government Contracted Move*

- Once your TSP is assigned, you will be contacted to confirm your dates DPS and schedule a pre-move survey, if required.
 - **REMEMBER! Dates between the TSP and the member are NEGOTIABLE!!!**
- Good communication with your TSP is imperative to ensure a smooth move. Your TSP is responsible for your move from start to finish, and will assign a move coordinator to be your focal point to discuss date/address changes, arranging delivery, etc.

Step 4: Type of Shipments: *Government Contracted Move*

➤ HHGs defined as are items associated with the home and personal effects belonging to a Service member or civilian employee and dependents on the effective date of the order or transfer. A Service member's or civilian employee's HHG may only include items that are legally accepted and transported by an authorized commercial HHG transporter.

Step 4: Type of Shipments: *Government Contracted Move*

- UB defined as items shipped by an expedited mode to a TDY or PCS location unaccompanied baggage includes personal clothing and effects, equipment directly related to the assignment, essential cooking items, light housekeeping items, cribs, playpens, and baby carriages that are required for the care of dependents. Items such as refrigerators, washing machines, and other major appliances or furniture are not unaccompanied baggage.

Step 4: Type of Shipments: *Government Contracted Move*

Transit Time

- HHG traveling to overseas: ~45-60 days
- UB traveling to overseas: ~30-45 days
- HHG traveling within CONUS: ~5-15 days

Step 4: Type of Shipments *Privately Own Vehicle (POV)*

- POV shipments CONUS are authorized for **BLUEBARK**, Wounded Warriors, or medical reasons w/letter from PCM/doctor.
- Storage **or** shipping of POV to OCONUS, must be specified on orders. A letter from our office is required for shipment/storage prior to you dropping off your vehicle at the VPC.
 - Can be stored/shipped in ANY Government approved Vehicle Processing Centers (VPC)

- Los Angeles, CA
- Norfolk, VA
- Seattle, WA
- St. Louis, MO
- San Diego, CA
- Atlanta, GA
- Baltimore, MD
- Charleston, SC
- Orlando, FL
- **Dallas, TX**

Closing Comments from TMO



- **Communication is key**
- **DO NOT WAIT!!!** Once you receive orders, start your move ASAP!
- Everything submitted through DPS is a request, until confirmed by Transportation Service Provider.
- **If you have specific questions/concerns, we are here to help**
- Learn more about your entitlements
 - Joint Travel Regulation (JTR)
 - AFI 24-602v4

Contact Information



For any further questions:

Barksdale AFB

Traffic Management Office

318-456-3229

2LRS.TMO.PersonalProperty@us.af.mil



School Liaison Program Barksdale AFB, LA



School Liaison Program Manager Jacqueline Robertson

Office Hours: Monday – Friday 0730-1630

** Appointments Available Upon Request*

Located at: Building # 4400 Col dePyssler MSG Bldg

Office Phone: (318) 456-4098

Cell Phone: (318) 564-9099

Email: BarksdaleSchoolLiaison@us.af.mil

DEPARTMENT OF THE AIR FORCE



**SCHOOL LIAISON
PROGRAM**

✦ **Call Us** ✦

Student Checklist



Barksdale AFB Child & Youth Education Services – School Liaison

Moving with A School Age Student Checklist

As you transition, please use this checklist to ensure that you have all the required information to help make your dependent educational transfer smooth! Please **HAND CARRY** all documents with you.

DOCUMENTS TO GET FROM YOUR SCHOOL PRIOR TO LEAVING:

At a minimum prior to departing your current location please ensure that you follow the below information & hand carry (Reference: Interstate Compact – MIC3). If you have any issues with your losing school obtaining records contact your current installation SLO office.

1. Provide current school your official withdrawal date – request an unofficial copy of records to hand carry at this time.
2. Obtain an **unofficial** copy of all of your records (including testing, advanced placement, IEPs, BIP, 504 plans, etc.)
3. Transcript/Record Documentation Requirements (Ensure they are clearly annotated)
 - a. State/Standardized or Special Program Testing
 - b. Advanced Placement Courses/Dual Credit
 - c. IEPs
 - d. 504 Plan
 - e. Gifted & Talented Testing/Classes
 - f. Working outside of grade level (e.g., taking 10th grade math but in the 8th grade)
4. On the day of withdrawal – obtain an unofficial transcript/records (listed above) **with grades closed out** as of that day - (if departing during summer break – ensure copy states passed/promoted and obtain prior to office closure)
5. Other documents to obtain or have
 - a. Report Card/Course History/Schedule
 - b. Counselor Recommendations for Placement (optional)
 - c. JROTC Records (if applicable)
 - d. Listing of Academic Recognitions/Competition Participation
 - e. Academic Grading System Overview - Weighted Grade System (e.g., Scale 5.0, 4.0, etc.)
6. If you are currently Overseas and enrolled in a DoDEA Non-DoD Schools Program (NDSP) School – please obtain a duplicate transcript from DoDEA that will transfer correctly into the American public system (DoDEA will pay for if you have not exhausted your funds)
7. Contact your School Liaison Office at your gaining installation if there are any issues during the transition

Needed for Registration at Your Gaining School (Varies Per School District)

- Student's Birth Certificate (Original Certified Copy)
- Student's Social Security Number
- Student's Health Record (Immunization, physical, etc.)
- Legal Documents (as needed; ex: custody/guardianship)
- Proof of Residency/Military Orders (utility bills, lease/escrow deed, housing contract)
- Parent & Student's Military ID Card (if applicable)
- Two Emergency Contacts

Prior (Losing) School Information

- Address, Phone Numbers
- Contact Information for Counselor
- Course Description Book/Grading Scale (if available for 6th grade and above)
- School Web Page (URL)



Student Checklist



Barksdale AFB Child & Youth Education Services – School Liaison



School Records

- Unofficial Copy of Cumulative Folder/Transcripts (*only the copy mailed between schools is considered official*)
- Current Schedule
- Report Cards
- Withdrawal Grades or Progress Reports
- Test Scores (Standardized or Special Program Testing, etc.)
- JROTC Records

Special Programs Records as Appropriate:

- Individual Education Plan (IEP)
- Individual Accommodation Plan (504)
- Behavioral Intervention Plan (BIP)
- Gifted & Talented Program Description and Information
- English as a Second Language (ESL) or Bilingual Education
- Functional Behavioral Assessment (FBA)
- At-Risk or Other Action Plans for Classroom Modifications

Other Documents and Examples:

- Writing Samples and Other Work Examples
- Activities Records (co-extracurricular)
- Community Service or Service Learning
- Other Work or Performance Examples
- Academic Recognitions and Competition Participation

You may need the following documents on the date of your appointment with a counselor or registrar. (Requirements Vary Per District-Check with your School Liaison)

- Proof of Residency – Stating Physical Address
- Acceptable documents for proof of residence:
 - Light or Water Bill
 - Landline Phone Bill (certain districts will accept)
 - Property tax statement
 - Lease agreement or Buyers Contract
 - Intent to Reside Letter (on base housing within 30 days)
 - TLF (On base)/Fam Camp Receipt (On base schools only)
 - TLF (Off base) Receipt (must register in attendance zone for hotel/living arrangements)

Student Birth Certificate (original certified copy)

Student Social Security Card

Student Immunization record (up to date)

- Identification of Parent/Guardian (Picture ID)
- Withdraw paperwork from previous school
- Recent student report card
- Student Unofficial Copy of Records to Include Testing
- Student Records (grades 6-8) Student Transcript (grades 9-12)
- Proof of Wounded Warrior Status (if using for Pre-K Determination – VA Status Letter)
- Other special documents if applicable (Custody Agreement, Power of Attorney, etc.)





Moving?

Talk to your SLO before you GO!

Please complete the below information and return to the

Barksdale School Liaison, Mrs. Jacqueline Robertson

Email: BarksdaleSchoolLiaison@us.af.mil

Phone: 318-456-4098 Cell (318) 564-9099

Name: _____ Today's Date: _____

New Duty Location: _____

Estimated Date of Arrival at New Duty Station: _____

Spouse Name: _____

Dependent Information

Name: _____ Current Grade/Age: _____

Name: _____ Current Grade/Age: _____

Name: _____ Current Grade/Age: _____

Name: _____ Current Grade/Age: _____

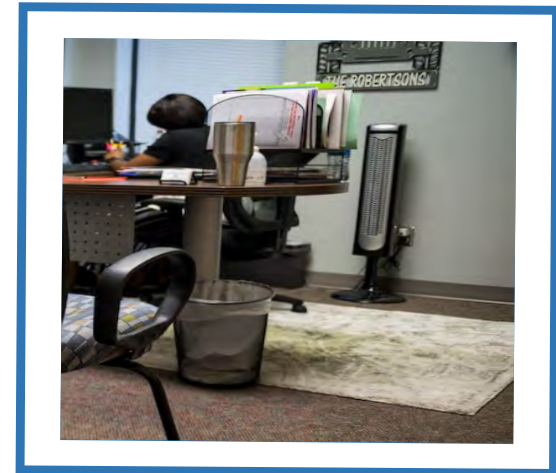
Interested School Options at New Duty Location:

Public Private DoDEA Charter

Homeschool Virtual Magnet Other: _____

Please list any questions, comments, or concerns you have regarding your transition to a new school system:

Please let me know if you would like to have someone at your gaining base contact you about the Youth Sponsorship Program before you leave Barksdale AFB.



Student Focused

Partnership Driven



School Liaison Program Barksdale AFB, LA



Questions? Call

School Liaison Program Manager Jacqueline Robertson

Office Phone: (318) 456-4098

Cell Phone: (318) 564-9099

Email: BarksdaleSchoolLiaison@us.af.mil

DEPARTMENT OF THE AIR FORCE



SCHOOL LIAISON
PROGRAM

✦ Call Us ✦

- ❖ TRICARE Prime enrollment is portable
- ❖ Do not disenroll from TRICARE Prime before you move
- ❖ Update personal information in DEERS, 2 options:
 - Beneficiary Web Enrollment Site or the DEERS Web site
- ❖ Transfer Prime coverage within 30 days of arrival at new location
 - Phone, on line (CONUS only), mail, or at TRICARE service center (OCONUS only)

- For urgent, routine or specialty health care
 - Call Humana Military: **1-800-444-5445** to obtain nearest urgent care information and then appointment line: **318-456-6555**

- For emergencies, go the nearest hospital emergency room or call **911**
 - **MUST** notify your PCM or regional contractor within 24 hours, or the next business day, so that ongoing care can be coordinated and to ensure you receive proper authorization for care.

Questions ???

NaTasha Brown

502-318-5166

NBROWN13@humana.com

Health Benefits

Advisor

318-456-6405

Additional PCSing TIPS



Airman &
Family
Readiness
Center Briefing

LEGAL HOURS OF OPERATION

- **Legal Assistance (Appointment Only)**
- **Wills (Appointment Only)**
- **Notary, Powers of Attorney and Form drop-offs (Appointment Only)**

334 Davis Ave West, Ste 100
(3 blocks from N. Gate on the right)
318-456-2562

LEGAL ASSISTANCE WEBSITE

U.S. AIR FORCE LEGAL ASSISTANCE

[HOME](#) | [LEGAL INFORMATION](#) | [LEGAL WORKSHEETS](#)

Welcome to the Air Force Legal Assistance Web Site!

It is an honor and privilege to serve our Armed Forces family, and your local Air Force legal office is dedicated to helping those who pledge their lives to protect America.

This website consists of three features.

Legal Assistance Topics (Information)

Review basic information on legal assistance topics that commonly affect military members such as consumer law, family law, wills, or powers of attorney. **The information provided is for educational and general information purposes only. It is not legal advice. Speak with a licensed attorney before using the information contained within the website to make a decision or take any action.** Use the [Legal Services Locator](#) to find your nearest military legal office within the continental United States.

Legal Worksheets

You may fill out an online legal worksheet prior to your visit to the legal office for expedited service, but not required prior to your visit. Worksheet topics include wills, advance medical directives, and powers of attorney. **Please note that no legal documents can be printed from this website - you are required to visit your nearest Air Force legal office to obtain your legal document.** Only Air Force legal offices have the authority to issue legal documents.

Legal Assistance Topics Information: The information provided is for educational and general information purposes only. It is not legal advice. **We recommend speaking with a licensed attorney before using the information contained within the website to make a decision or take any action.**

Please use the [Legal Services Locator](#) to find your nearest military legal office within the continental United States.

Click on a topic on the left to expand or to view materials on the right.

Topics

- ▶ Consumer/Financial Affairs
- ▶ Deployment Readiness
- ▶ Disaster Assistance
- ▶ Family Law
 - Immigration
- ▶ Military Benefits
 - Powers of Attorney
- ▶ Real Property
 - Servicemembers Civil Relief Act (SCRA)
- ▶ Taxation
 - Voting
- ▶ Wills & Estate Planning

Legal Worksheets (Wills and POAs) and
Basic legal information available

<https://aflegalassistance.law.af.mil>

WEB RESOURCES

✘ Plan My Move/MI Demo

<https://planmymove.militaryonesource.mil/>

- ✘ Checklist provided based on family situation, i.e. moving with kids, pets, shipping a vehicle etc

<https://installations.militaryonesource.mil/>

- ✘ Provides an overview of bases to include mission, check in procedures, major units and squadrons

THERE'S AN APP/SITE FOR THAT!



The presence of the following apps/sites does not constitute endorsement by the DoD, USAF, or A&FRC

THERE'S AN APP/SITE FOR THAT!



Big Moving Adventure - kids help Muppet friend make move-related decisions, such as which toys to pack and which to take in backpack



American Housing Referral Network (AHRN) – ahrn.com – rental search, property photos and pictures, realtor/landlord info

THERE'S AN APP/SITE FOR THAT!



Great!
SCHOOLS

Great Schools – greatschools.org



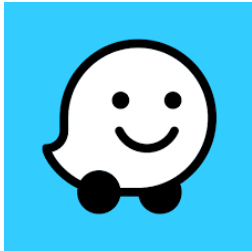
iExit - what's coming up in real time on the interstate – communicate which exits have what you need



MyTSA

My TSA – real time operating status; airport delay info/allowable items, etc.

THERE'S AN APP FOR THAT! (CONT)



Waze - real time traffic updates/turn-by-turn directions, alerts

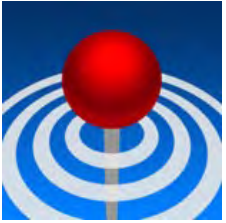


Ultimate PCS – checklists, what to pack, camera and inventory integration

THERE'S AN APP FOR THAT! (CONT)



Gas Buddy – locate cheap gas



Around Me – allows you to find out about your surroundings



Sit or Squat – cleanliness of public facilities

CHILDCARE FOR PCS PROGRAM

✘ **Air Force Aid Society**

- + Active, Air National Guard, Reserve (Title 10, USC for 15+ days)
- + 20 hours of childcare per child within 60 days of departure/60 days after arrival
- + Gaining & Losing Base

VOTING ASSISTANCE INFORMATION

- Your Installation Voter Assistance Office Is Here To Help!
 - Register to Vote
 - Request Absentee Ballots
 - Notifications for Change of Address
- Forms Available
 - Federal Post Card Application (FPCA)
 - Used to register to vote (automatically requests absentee ballot)
 - Federal Write-In Absentee Ballot (FWAB)
 - In case you have not yet received your absentee ballot from your state
- Visit www.fvap.gov for assistance
- Or contact us at vote@barksdale.af.mil or call 318-456-8400!

OVERSEAS MOVES



RESEARCH

- ✘ Location
- ✘ Language
- ✘ Currency
- ✘ Gestures
- ✘ Transportation
- ✘ Dress
- ✘ Rules of politeness



WILLKOMMEN स्वागत
欢迎 BIENVENIDA
WELCOME
BIENVENUE ようこそ
добро пожаловать
ترحيب BEM-VINDO

PASSPORTS

- ✘ No fee passports required for all family members
- ✘ Member should apply for no-fee passports within 15 days of being notified of assignment
- ✘ Eight week processing time, if a visa is required could be longer
- ✘ Passports not received within 30 calendar days of RNLTD a delay of RNLTD must be request
 - + If mil to mil, both members can request a delay of RNLTD
- ✘ Active duty & family members encouraged to apply for tourist passports (no fee passports don't authorize leisure travel)
- ✘ Driving to AK....passport required to enter Canada
- ✘ Contact Customer Support @ 634-4005 option 1 for more info



DRIVING ABROAD

- ✘ Update stateside driver's license before leaving, i.e. check to make sure it won't expire
- ✘ International Driver's license
 - + Installation website should provide requirements for obtaining
- ✘ 1 vehicle will be shipped, 2nd vehicle shipped at owner's expense
 - + Lemon lots



PETS

- ✘ Shipment at member's expense
- ✘ Updated shot records
- ✘ Check airline restrictions
 - + Summer flying & embargo (ban)
- ✘ Check country/base breed restrictions
- ✘ Quarantine and detention

BAFB Vet Clinic 318-456-3923





Questions?

Call (318) 456-8400
and ask for the
RELO Manager



Congratulations
on your
upcoming PCS!