APPLICATION FOR ASSIGNMENT TO HOUSING							YPE SERV	ICE DES	IRED (X o	ne or both)	
(Before completing form, read Privacy Act Statement and Instructions on rev					rse)			Y HOUSING	3	b. HOUSING REFERRAL	
SECTION I - APPLICANT INFORMATION								•			
2. NAME OF SPONSOR (Last, First, Middle Initial)		3. PAY GRADE		4. SSN			5. DOD COMPONENT				
6. ADDRESS (Street, City, State, Zip Code)	7. TELEPHONI	E NUMBE	R		8. S	TATUS OF APPLICANT (X one)					
		a. HOME (Area Code)			TY (DSN)		a. MILITARY MEMBER			c. CIVILIAN	
								RY SPOUSE	+ +	d. FOREIGN NATIONAL	
		9. MARITAL STATUS		10. I AM SEPARATED FR) FROM	l			4. 10112101111111111111111111111111111111	
				10.1	a. VOLUNTARILY			1	. INVOLUI	IT A DII V	
11. I REQUEST HOUSING FOR (X one)	SECTION II - MILITARY CAREER INFORMATION (Civilians skip to Item 15.)										
	ED EROM		14. DATES (Enter in YYMMDD or			order)	MILITARY APPLICANT MILITARY SPOUSE				
12. INSTALLATION/ORGANIZATION TRANSFERRED FROM				a. EFFECTIVE RANK/RATE DATE							
					b. ACTIVE DUTY SERVICE COMPUTATION						
12 INCTALLATION/ODCANIZATION TRANSFERDED TO					c. TIME REMAINING ON ACTIVE DUTY						
13. INSTALLATION/ORGANIZATION TRANSFERRED TO					d. EFFECTIVE CHANGE IN DUTY STATION						
			e. REPORT DATE								
			f. ESTIMATED FAMILY ARRIVAL DATE			ATE					
SECTION III - DEPENDENT DATA											
15. DEPENDENTS RESIDING WITH N	/IE (If more spac	e is needed, continue	on plain pape	er.)							
a. NAME (Last, First, Middle Initial)		b. DATE OF BIRTH (YYMMDD) c. SEX		d. RELATIONSHIP		e. REMARKS (Handicap, health family			th problems ily, etc.)	, expected additions to	
SECTION IV - HOUSING DATA		l									
16. COMMUNITY HOUSING DESIRE	D (X as applicab	le)									
a. PURCHASE HOUSE		d. RENT HOUSE			g. RENT MOBILE HOME SPACE			l i	ROOM A	ND BOARD	
b. PURCHASE CONDOMINIUM		e. RENT APARTMENT		h. SHARE			102	k. SUBLET			
c. PURCHASE MOBILE HOME		f. RENT MOBILE HOME		i. RENT ROOM				I. TRANSIENT			
			18. DATE HOUSING NEEDED			-D	19. PRICE RANGE (Community Housing)				
17. AMENITIES DESIRED (X as applicable. Write number in d. at					(YYMMDD)						
a. FURNISHED		e. NO. BATHS		-				pusity Hausing			
b. UNFURNISHED		f. PETS (Allowed)			20. LOCATION PREFERENCE (Comm						
c. AIR CONDITIONING		g. OTHER (Explain)		20. 1	LOCATION PREF	ENEINC	• ∟ (Commun	nity Housing	1)		
d. NO. BEDROOMS 21. REMARKS											
22. SIGNATURE OF APPLICANT								23. DATE SUBMITTED (YYMMDD)			
SECTION V - DISPOSITION (To be comp.	leted by the Hous	ina Office I						1			
24. MILITARY HOUSING											
a. APPLICATION RECEIVED	b. APPLICATION EFFECTIVE (YYMMDD)				c. DD FORM 1747 PROVIDED			d. HOUSING AVAILABILITY (Boxes			
(YYMMDD and time)				(YYMMDD)				indicated on DD Form 1747)			
e. APPLICANT PLACED ON WAITING LIST	f. EFFECTIVE PLACEMENT (YYMMDD)			g. BEDROOMS REQUIRED				h. DATE UNIT ASSIGNED (YYMMDD)			
SECTION VI - HOUSING REFERRAL C	ERTIFICATE			<u> </u>				1			
On this date I have received a listing by the Installation Commander, and I restricted list. I have been briefed	ng of the hou will not residual	de in any proper services provide	ty on the d by the	reaso the H	n to believe I an ousing Office.	n being	, discrimir		ainst, I w	Il to me or I have vill promptly notify	
Housing Office, (2) the DoD program on equal opportunity for military personnel in off-base housing, and (3) nondiscrimination based on physical or mental handicaps.					25. SIGNATURE OF APPLICANT				26	. DATE SIGNED (YYMMDD)	

APPLICATION FOR ASSIGNMENT TO HOUSING

PRIVACY ACT STATEMENT

AUTHORITY: 5 USC 5911 & 5912.

PRINCIPAL PURPOSE: To identify customer needs for assistance and housing requirements.

ROUTINE USE: None.

DISCLOSURE: Voluntary; however, failure to provide the requested information will result in our inability to assist you.

GENERAL INSTRUCTIONS

This form provides the Housing Office with information that will be used to provide you with military and/or community housing. All items not listed are self-explanatory. SECTION I (APPLICANT INFORMATION), SECTION II (MILITARY CAREER INFORMATION), SECTION III (DEPENDENT DATA), AND SECTION VI (HOUSING DATA) are to be completed by the applicant. Information on military spouses is now being requested for Basic Allowance for Quarters (BAQ) entitlement which must be included on your Military Pay Order that is forwarded to your respective financial center.

1. TYPE SERVICE DESIRED

Military Applicants: If temporary community housing is desired while awaiting military housing, mark both boxes in Item 1, and answer all questions.

Civilian Applicants: Mark the box "Housing Referral" services in Item 1b, and answer all questions.

SECTION I - APPLICANT INFORMATION

5. DOD COMPONENT

Army, Navy, Air Force, etc.

6. ADDRESS

Enter complete current address (street number and name, apartment number, city, state/country and the 9-digit ZIP code).

12. INSTALLATION/ORGANIZATION TRANSFERRED FROM

Enter the name of the installation you transferred from.

13. INSTALLATION/ORGANIZATION TRANSFERRED TO

Enter the name of the installation to which you are applying for housing. Include the name of the Organization/Department you will be assigned to.

SECTION II - MILITARY CAREER INFORMATION

14. DATES (Military Applications/Military Spouse Only)

Enter dates in order of YYMMDD. (May 17, 1993, would be entered as 930517).

- a. Enter the date your current rate/rank was effective.
- b. Enter your active duty service computation date.
- c. Enter the time (in months) that you have remaining on active duty.
- d. Enter the effective date you were dropped from accountability at your previous duty station and gained on the rolls at your new duty station for record purposes. For overseas assignment, enter your date of departure from CONUS.
 - e. Enter your official report date (from your PCS orders).
 - f. Enter your estimated arrival date.

SECTION III - DEPENDENT DATA

15. DEPENDENTS RESIDING WITH ME

- a. through d. List requested data for all authorized dependents who will be residing with you.
- e. Provide the Housing Office with information regarding any handicapped dependent or special family health problems that might influence your preference for a particular type of housing; i.e., single level vs. two story, ramps for wheelchairs, expected additions to family, etc.

SECTION IV - HOUSING DATA

16 - 21. Self-explanatory.

22. SIGNATURE

The applicant must sign the DD Form 1746.

23. DATE SUBMITTED

Enter the date the application was submitted to the Housing Office.

SECTION V - DISPOSITION (To be completed by the Housing Office)

24. MILITARY HOUSING

- a. **Application Received.** Enter the year, month, day and time the application was received in the Housing Office.
- b. **Application Effective.** Enter the date of change of duty station (*Line 14d*) or other date that will be the effective (*control*) date.
- c. **DD Form 1747 Provided.** Enter the date that the DD Form 1747 was sent to the military applicant.
- d. **Housing Availability.** Enter the item letter for the applicable box(es) marked under Item 4 of the DD Form 1747 returned to the applicant.
- e. **Applicant Placed on Waiting List.** Enter the identification of the assignment waiting list(s) to which the applicant is placed.
- f. **Effective Placement.** The effective date and time of the applicant's placement on the list(s).
- g. **Bedrooms Requirement.** Enter the number of bedrooms required, based on dependent data in Item 15.
 - h. Date Unit Assigned. Enter the date the unit was assigned.