

## REQUEST FOR HOUSING ASSIGNMENT DETERMINATION

### Section I (Member)

Fill in **all** requested information completely. Complete the application for Assignment to Military Housing (CG Form 5267) and attach it to this request. This form replaces Status of Housing Availability (DD Form 1747) which is obsolete. This form may be mailed, faxed, scanned or hand delivered to your Housing Office.

Member's Name <i>(Last, First, MI)</i>	Employee ID #	Contact Phone Number	Rank/Grade
Marital Status <i>(check one)</i> <input type="checkbox"/> Single <input type="checkbox"/> Married <input type="checkbox"/> Single w/Dependents	# of Dependents that will reside w/member	Member Married to Member <i>(Spouse's Name/Rank/Service)</i>	
Geographic Bachelor Status <i>(check one)</i> <input type="checkbox"/> N/A <input type="checkbox"/> Voluntary <input type="checkbox"/> Involuntary <i>(must be on orders)</i>	Dependent's Location if Geo Bachelor	Command Being Assigned To	

### Section II (Member)

All members reporting to units within the PACAREA Theatre are required to obtain a release from mandatory assignment to government quarters prior to receiving Basic Allowance for Housing (BAH). A release is required before members may rent, lease, or purchase community housing. Failure to obtain a release from mandatory assignment to government housing will result in the forfeiture of BAH until all government owned housing in the local commuting area exceeds 95% occupancy. I also understand the conditions set forth below.

**Please initial next to each line.**

- I understand by electing to receive BAH, Government Housing may not be available for my current tour.
- I understand by receiving BAH, I must maintain a residence on the economy).
- If my request for release from Government Housing is approved, I understand that I am to report to the Housing Office as a part of my check-in procedure. I will receive counseling on housing availability and assistance in locating off-base housing. I understand I am not required to accept such assistance but am still required to report to the Housing Office.
- I am asking for assignment to or release from mandatory assignment to Government Housing as indicated below *(check all boxes that apply)*:
  - Member With Dependents, request assignment to Government Owned/Leased Family Housing.**
  - Member Without Dependents, request assignment to Government Owned/Leased Unaccompanied Housing.** Unaccompanied members E-4 and below assigned ashore or afloat shall be assigned to unaccompanied housing, if available. Members E-3 and below assigned afloat are not eligible for BAH but can be assigned to available Government Owned/Leased Unaccompanied Housing.
  - Scarce or Limited Government owned quarters.** The Government has no quarters or quarters are limited and will not be available during my tour of duty.
  - Private Home Purchase, request release from mandatory assignment to Government Housing.** I intend to purchase a home in the nearby community. Within 10 days of reporting I understand that I must provide a copy of an executed and accepted contract to purchase a home/condominium.
  - Member Married to Member, request release from mandatory assignment to Government Housing.** Members married to members without additional dependents are not automatically granted a release from mandatory assignment to Government owned housing even though in accordance with the Coast Guard Pay Manual they are considered single for entitlements. Per USC Title 37, Section 401, a member with a spouse, regardless if they are a member of the armed services are considered with dependents and therefore are required to occupy available Government owned quarters unless otherwise granted a waiver.
  - Request release from mandatory assignment to Government Quarters for other reason.** Please provide detailed explanation for consideration \_\_\_\_\_

Member's Signature	Date Submitted
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### Section III (Local/Area Housing Officer)

The Local/Area Housing Officer must reply, including control date, within five days of receiving applications for housing to give members time to coordinate their moves. INCONUS: Estimated assignment date must be within 10 days of reporting to new unit. Members who can not be assigned within 10 days will be authorized a release from mandatory assignment to government quarters. OUTCONUS: Estimated assignment date must be within 60 days of reporting to new unit. Members who can not be assigned within 60 days will be authorized a release from mandatory assignment to government quarters.

- Released From Mandatory Assignment to Government Quarters.** This prevents future mandatory assignment.
- Conditional Release From Mandatory Assignment to Government Quarters.** Member must provide a copy of an executed and accepted contract to purchase a home/condominium within 10 days of reporting to new duty station. Failure to do so will result in required occupancy of government owned quarters.
- Required Occupancy for Government Controlled Family Housing.** Government controlled quarters will be available and occupancy is required. Your control date is: \_\_\_\_\_. You can expect to occupy quarters on \_\_\_\_\_. You will be provided the address you can be expected to be assigned to within 30 days of your arrival. Member's name placed on the BAH Waitlist effective on the below date.
- Required Occupancy for Government Owned/Leased Unaccompanied Housing.** Government controlled berthing will be available and occupancy is required – occupancy rates currently at or below 95%. Check in with the Local Housing Officer, no later than the next business day upon arrival, to complete the BAH Waiver form for placement on the BAH waitlist. Your Control date is: \_\_\_\_\_. Members E3 and below Afloat will initially berth shipboard and should seek placement on the barracks waitlist upon checking into their gaining command's Housing Representative.

Housing Officer's Signature:	Date:
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