

Eglin AFB Housing Application Process

1. Advance Applications for assignment to Eglin AFB may be made through the nearest Military Housing Office usually located at your current duty station. On a base that has Privatized Housing, contact the Housing Referral and Relocation Office.

2. On-Line: You may fill out the following documents and send them, along with your PCS Orders, to the email or fax number listed on the left hand side of the Eglin Housing Web Page.

A. DD Form 1746 – Housing Application:

1. Fill out per the instructions listed on the 2nd page.
2. Do not project your Rank or Date of Rank as the ACES System will reject the date.
3. The “Active Duty Service Computation Date” is the date you came in the service.
4. If both parties are military, then all information for both must be accomplished under “Career Information”.
5. **In the Remarks Section we need:**
 - A. Military Email Address – This is mandatory.
 - B. Civilian Email Address
 - C. Spouse’s Phone Number
 - D. Number of Pets and the Breed of any dogs.

B. AF Form 4422 – Sexual Offender Disclosure Form:

1. Print your name on top and sign only if none of the information listed pertains.
2. **Only** the military member can sign this form.

C. PCS Orders:

1. Along with the above documents, send your PCS Orders with all amendments and addendums.
2. **DEERS Verification is required** if your dependents are not listed **by Name and Birth Date** on your PCS Orders. You can get the DEERS Verification from the same location you got your dependent’s ID Cards. Army members can print them out from AKO.
3. If this is a Mil to Mil Move then we will need the Military Spouse’s PCS Orders too.

D. Power of Attorney (POA):

1. A POA for your spouse is **highly recommended** especially for Army and EOD Students. For the Eglin Housing Office and Finance Office to accept the POA; the POA **must** include the following statements:
 - Sign for and Terminate Military Base Housing
 - Start & Stop Basic Allowance for Housing (BAH)

3. Eglin Lodging: Contact Eglin Lodging at 850-882-8761. We recommend you **request a full 30 day reservation**. Pet friendly units are very limited.

4. Housing Management Office:

Whether personnel are looking for on-base housing or planning to live in the local community, they’ll need to stop by the Family Housing Office located at 37 Hatchee Road in the housing area. The office is open from 8 a.m. to 4 p.m. on Monday, Tuesday, Wednesday and Friday and open from 8:30 a.m. to 4 p.m. on Thursday. The Housing Office can be reached by phone at 850-882-4533. The fax is 850-882-2118.

A. Housing Waiting List:

For Advance Applications; your number on the waiting list is based on your "Effective Change in Duty Station" date and your arrival within 30 days. All other applications are based on the walk-in date. The number of bedrooms allowed is based on your rank and number of dependents you have.

Eglin housing is currently blended (an E-1 can live next to an O-5). Positions on the waiting list will not be altered with the exception of "key and essential" members, Unaccompanied Dependent Restricted Tour (UDR) returnees and those with an "Approved Exception to Policy Package." Members to whom housing has been previously committed to will not be displaced.

The average wait times varies; Normally 20 to 180 days.

B. Additional Housing Information:

To view photos, floor plans and slideshow of Eglin Military Family Housing go to:

- <http://www.housing.af.mil> - ***Official AF Web Page*** - Click on Eglin AFB once site is loaded.
- <http://facebook.com/EGLINMFH> - ***Eglin MFH Facebook Page***
- <http://www.youtube.com/watch?v=kOuPRuYr7dQ&feature=youtu.be> - ***Video of Housing Units***
- <http://www.eglinguideonline.com/> ***Eglin AFB Newcomer's Guide*** - A lot of info about on and off-base and surrounding communities

5. Eglin AFB Housing Prohibited Pets:

Residents may not board dogs of any breed (including a mixed breed) that are deemed "aggressive or potentially aggressive," unless the dog is a certified military working dog that is being boarded by its handler/trainer or approval is obtained by the Installation Commander in writing. For purposes of this policy, aggressive or potentially aggressive breeds of dogs are defined as a **Pit Bull (American Staffordshire Bull Terrier or English Staffordshire Bull Terrier), Rottweiler, Doberman Pinscher, Chow and wolf hybrids**. Prohibition also extends to other dogs that demonstrate a propensity for dominant or aggressive behavior as indicated by any of the following type of behaviors: unprovoked barking, growling or snarling at people approaching the animal, aggressively running along a fence line when people are present, biting or scratching people, escaping confinement or restriction to chase people. Residents may not board exotic animals such as, but not limited to, reptiles, rodents (other than hamsters and guinea pigs), ferrets, hedgehogs, skunks, rats, raccoons, squirrels, pot bellied pigs, monkeys, arachnids, or any farm animal.