

MAIL TO: INSTALLATION TRANSPORTATION OFFICE
IMSE-BRG-L-GT-(TRANS/OB)
4-2843 Normandy Dr.
Fort Bragg, NC 28310-5000

FAX TO: 910-396-4404
910-396-9740
CALL: 910-396-6683

E-MAIL ADDRESS: ppcig@conus.army.mil

PLEASE CALL TO CONFIRM YOUR FAX HAS BEEN RECEIVED

RELEASE HOUSEHOLD GOODS FROM NON-TEMP STORAGE (NTS)

NAME: _____

SSN: _____

AVAILABLE DATE FOR DELIVERY: _____

ADDRESS FOR DELIVERY: _____

HOME PHONE: _____ **WORK PHONE:** _____

E-MAIL ADDRESS: _____

RECEIVING AGENT: _____

MEMBER SIGNATURE: _____

DATE: _____

NOTE:

- **IF YOUR PROPERTY WAS PLACED IN NTS ON YOUR RETIREMENT ORDERS, AND YOU ARE REQUESTING SHIPMENT TO YOUR HOME OF SELECTION, REMEMBER THAT THERE IS NO FURTHER STORAGE AUTHORIZED AT DESTINATION.**
- **YOU MUST BE AVAILABLE FOR THE DESTINATION TRANSPORTATION OFFICE TO CONTACT YOU WITHIN 2 HOURS UPON ARRIVAL OF YOUR SHIPMENT AT DESTINATION, OR YOUR PROPERTY WILL BE PLACED IN STORAGE AT YOUR OWN EXPENSE.**
- **YOU MUST PROVIDE CURRENT CONTACT TELEPHONE NUMBERS AND A COMPLETE DELIVERY ADDRESS TO THE DESTINATION TRANSPORTATION OFFICE FOR DELIVERY.**

PRIVACY ACT STATEMENT

AUTHORITY: Title 37 U.S.C Code 406, Title 5, U.S.C., Code 5726.

PRINCIPAL PURPOSE: Application (request) for shipment of personal property of military members, dependents, and DoD employees

ROUTINE USES: Used to accumulate information for determining the number of shipments requested by the member to assure shipment of authorized weight to and from points authorized by orders, Used by the finance for collection from the member in case of excess costs. Also used to prepare the government bill of lading and other shipping documents (as applicable) to move the personal property. Information is released to carriers.

DISCLOSURE: Voluntary, however, if information is not furnished, personal property can not be shipped

CERTIFICATION OF SHIPMENT RESPONSIBILITIES

This shipment consists of my property or the property awarded to my ex-spouse incident to a divorce, which was acquired by me prior to the effective date of my orders.