

TERMINATION OF GOVERNMENT QUARTERS

Please fill in all highlighted items

Name (Last, First MI) _____ Grade/ Branch of Service _____ Date Of Rank _____

Squadron/Unit/Duty Station _____ DOD ID/ EDIPI _____ Address _____

Duty Phone _____ Cell phone _____ E-mail _____

Active Duty Mil Spouse Information Mil Spouse's DOD ID/ EDIPI: _____ Date of Rank: _____

Name/Grade/ Branch of Service _____ E-mail _____

Squadron/Unit/Duty Station _____ Cell phone _____ Duty Phone _____

*****FOR OFFICAL USE ONLY*****

Pre-Inspection: _____ Time: _____ Inspector: _____ Scheduled by _____

Final-Inspection: _____ Time: _____ Inspector: _____ Scheduled by _____

Termination Reason (Circle all that apply)

PCS RETIREMENT MIL SEPARATION ERD W/ORDERS ERD W/O ORDERS RELO ON BASE RELO OFF
BASE DORMS CIV 5YRS ETP APPROVAL

CLEANING TYPE: ___ GC ___ NGC

Confirmed TMO/DMO Dates

Departure Date: _____ (HHG:) _____ (UB): _____

Loaner Furniture: _____ YES _____ NO 60 Days Loaner FMO Delivery Date: _____

Documents Provided: _____ ORDERS _____ ERD _____ TLA SOU _____ TLA Worksheet _____ OTHER _____

TLA: Authorized up to 10 days ONLY after final inspection has passed. Army, Navy & Marine confirm with your servicing finance office

(Ensure departure date & final inspection date comply with the above policy)

TLA Entitlement: From _____ To _____ Mbrs Initial _____

TLA Requirements (Provide with TLA claim): PCS orders Termination Memo TLA Receipts Non availability LTR (if Off-base Lodging)

COMMENTS

Date _____ Initials _____ Pre / eMH Update Info File Folder Term Memo / LQA

Date _____ Initials _____ FI / eMH Form 0-275 (RELO) P/U FMO Yes / No _____

Loaner Kit Yes / No _____