

Military Personnel Division

United States Army Garrison Bavaria

ATTN: MPD Actions Section

MIL Global: USARMY Bavaria IMCOM Europe List MPD Pers Action

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MEMBER OF HOUSEHOLD CHECKLIST

The following documents must be in the Member of Household packet when submitted to USAG Bavaria MPD Actions Section:

- DA 4187 (DEC 2022) signed and dated by Soldier**
 - Page 1 signed and dated by Company Commander with *Recommended* Endorsement checked
 - Page 2 signed and dated by Battalion Commander with *Recommended* Endorsement checked

- Soldier Talent Profile (IPPS-A)**

- PCS Orders assigning Soldier overseas and into the community**

- AE Form 600-77A**

- AE Form 600-700B**

- Sworn affidavit from sponsor which includes:**
 - A statement of relatives age, relationship and eligibility category in which relationship falls
 - A statement certifying close relative lives with sponsor and will reside with sponsor till completion of tour
 - A statement the close relative is dependent on and supported by the sponsor for financial or health reasons.

- Soldier Supporting Documents**
 - Passport
 - Birth Certificate

- Proof relative is dependent on Soldier for financial or health reasons**
 - An explanation of how the close relative is financially dependent on and supported by the sponsor. Documentation should include a list of any income the close relative receives or earns and a detailed list of the financial support provided by the sponsor. The documentation must support the statement that the close relative is financially dependent on and supported by the sponsor.
 - A statement from a physician attesting to the close relative's poor health, weakness associated with advanced age, or physical or mental disability if the relative is dependent on the sponsor for health reasons.

- DFAS disapproval memo.**