

Military Personnel Division

United States Army Garrison Bavaria

ATTN: MPD Actions Section

MIL Global: USARMY Bavaria IMCOM Europe List MPD Pers Action

Email Address: usarmy.bavaria.id-europe.mbx.mpd-pers-action@army.mil

EARLY RETURN OF DEPENDENTS CHECKLIST

When dependent(s) travel on orders which authorize their early return CONUS or to HOR, they lose their command sponsored status, protection under the Status of Forces Agreement (SOFA), and all individual logistical support (ILS). The Soldier loses entitlements such as Housing and COLA at the “with-dependents rate. **Soldier cannot be on PCS assignment instructions, have an approved Retirement, Chapter or Separation date when requesting an ERD.**

The following documents must be in the ERD 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 and with Garrison Commanders signature block
- Supporting documentation for the request
- Soldier’s and Commander’s Statement of Understanding
- PCS Orders assigning Soldier overseas and into the community
- Travel Orders/Command Sponsorship for family members(s)
- Soldier Talent Profile (IPPS-A) Within 30 days
- AE FORM 55-46a (Commander’s Soldier and Family Assistance Checklist)
- Copy of dependent’s Passport and SOFA Card
- If Soldier is not government travel card holder (O5 Memo Required)

For Command Directed ERDs, please include the following documents:

- Letter from Unit Commander
- Letter from Civilian Misconduct (if applicable)