

Renewal TLA Brief

*** Email Documents to HSO Group Box:**

usarmy.schofield.usag.mbx.housing-services-office@mail.mil

*Housing Search Sheet

*On-Post Housing Offer Letter (*from any Installation*)

*Signed On/Off-Post Lease Agreement (*by tenant(s) and landlord*)

*Signed Purchase Agreement (*to include any Counter Offers*)

*DD Form 1299 (*Household Goods w/block 12C*)

*Household Goods email w/ scheduled delivery date

Do you have a Spouse: Yes _____ No _____

Is your Spouse in the military? No _____ Yes _____

(If Yes) Name: _____ Branch: _____

******Service Member's Phone Number: _____

Spouse's Phone Number: _____

******E-Mail (Military): _____

E-Mail (Civilian): _____

Hotel: _____

Staying w/Friends or Relatives? Yes: _____ No: _____

HOUSING ACCOMMODATIONS SEARCH SHEET

DATA REQUIRED BY THE PRIVACY ACT

AUTHORITY: IAW DoD 7000, 14-R, FMR, Volume 7A, Chapter 68, 6804
DISCLOSURE: Mandatory submission to HSO for Temporary Lodging Allowance (TLA)
PRINCIPAL PURPOSES: Supporting document to provide justification for requesting extension of TLA
ROUTINE USES: Referrals to the Finance and Accounting Office
INSTRUCTIONS: Minimum of 9 property listings required for each 10 days of TLA Authorized
NAME:

Housing Search Dates: From: _____ To: _____ Return to HSO: _____

Date & Time Visited	Name, Address, Phone Number	Virtual	In Person	Reason for Non-Acceptance	For HSO / UPH Use

SERVICE MEMBER'S SIGNATURE	DATE
COUNSELOR'S SIGNATURE	DATE

Revised: 7 MAY 20

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Rental Resources

Off-post

Homes.mil	https://www.homes.mil
Apartments.com	www.apartments.com/hawaii
Automated Housing Referral Network	www.ahrn.com
Craigslist	http://honolulu.craigslist.org/oah/
Hawaiian Rental Guide	www.hawaiianrentalguide.com
Homes.com	www.homes.com
Honolulu Board of Realtors	www.hicentral.com
Honolulu Star Advertiser	http://homes.hawaiiislandhomes.com/realestate/search/for-rent
Military by Owner	www.militarybyowner.com
Rent	www.rent.com
Rental Search Hawaii	www.rentalsearchhawaii.com
Zillow	www.zillow.com
Trulia	www.trulia.com
Military.com Rentals	http://apartments.oodle.military.com/for-rent/
Illustrated	www.rentalsillustrated.com

On-post

Island Palm Communities (Army)

North Regional Office

215 Duck Road, Building 950
Schofield Barracks, HI 96857
808-275-3700

South Regional Office

111 7th Street, Building 1004
Fort Shafter, HI 96858
808-275-3800

Pearl Harbor Housing (Navy)

4825 Bougainville Drive, Building 2652
Navy Aloha Center
Honolulu, HI 96818
808-474-1820 / 1821

Hickam Communities (Air Force)

211 Mercury Street
Honolulu, HI 96818
808-423-2300

MCBH Family Housing (Marines)

1571 Lawrence Road
MCBH Kaneohe Bay, HI 96863
808-257-1257

Base Honolulu Housing Office (Coast Guard)

Pass & ID / Admin Building 400 Sand Island Parkway
Honolulu, HI 96819
808-842-2071/2073/2022

NOTE:

While the majority of listings are legitimate, please be aware that individuals do post property listings to scam potential renters/buyers. Remember, if it is too good to be true, it probably is. Unless you or someone you trust has physically seen a property, do not send personal or financial information to a third party. Always deal locally and in person. Do not wire funds via Western Union, MoneyGram, or any other wire service. Websites like **Crimemapping.com**, etc. is also a great tool to help with your housing research.

JOINT PERSONAL PROPERTY
SHIPPING OFFICE
(JPPSO)

Building 2652, 4825 Bougainville Drive
Pearl Harbor, Honolulu, HI 96818

Office Hours: Monday, Tuesday, Thursday, Friday
0800-1600
Wednesday 0900-1600

<u>HOUSEHOLD GOODS:</u>	808-473-7750
<u>UNACCOMPANIED BAGGAGE:</u>	808-473-7760

www.move.mil