

# Hawaii Command Sponsorship Checklist

FULL NAME:

RANK:

DEROS:

UNIT:

PHONE:

DoD ID:

EMAIL:

**STEP 1** - Request Family Member Travel Screening via E-EFMP website:

<https://efmp.army.mil/EnterpriseEfmp/Login> / (Use Google Chrome) for "FMTS Screening" (aka Command Sponsorship/OCONUS Screenings).

**Step 2** Submit a Personnel Action Request (PAR) Admin Records Corrections > Other > Command Sponsorship Through your chain of command IAW unit SOP.

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Orders to Hawaii & Amendments.

Current STP.

Birth Certificate of children.

Is your spouse a bona-fide resident? Yes      No

If yes, include one of the following:

Hawaii N-11 Tax Form for the previous calendar year.

Hawaii Birth Certificate and Hawaii HS diploma.

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Dependent Name	Relationship	DOM/DOB
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1) Did you relocate your Family or move your household goods at Government expense before your PCS to Hawaii?

YES      NO

2) Did you acquire your dependents prior to you arrival to Hawaii (Dependent Travel)?

YES      NO

3) Is your spouse a bona-fide resident?

YES      NO

4) Are you dual Military (Active Duty)

YES      NO

5) Do you have a Government Travel Card (GTC)?

YES      NO

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**\* Soldiers whose Families travel OCONUS at Government expense must serve the prescribed accompanied tour (36 months) or 12 months after arrival of Family Members, whichever is greater.**

**PLEASE SUBMIT THE PACKET TO: HAWAII\_MPD\_FAMILY\_TRAVEL (000000000002719)**

**Soldier's Digital Signature:**

**Date:**

**S1 Digital Signature:**

**Date:**