Arrival TLA

Date:_____

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

SCAN ME TO EMAIL

DOCUMENTS NEEDED:

*PCS Orders and All Amendments
*Adjusted Leave Authorization Form Once ARRIVED in IPPS-A
*Flight Itinerary or Boarding Passes (*all family members*)

Rank: _____ **Name**: _____
(Last First MI)

Do you have a Spouse: Yes _____ No _____

Is your Spouse in the military? No _____ Yes _____

(If Yes) Name: _____ **Branch:** _____

****Service Member's DOD ID:** _____

Dual Military Spouse's DOD ID:_____

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

Spouse's Phone Number: _____

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

E-mail (Military): _____

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

Revised: Mar 2026