

## Command Sponsorship (CS)

This action is processed in LEGACY until further notice

This checklist is for Soldiers who are currently assigned to Italy and need to request command sponsorship due to a recently acquired dependent such as marriage, birth of a newborn child or have dependents stateside who were never command sponsored.

### Required Documents:

- DA 4187 (Signed by Soldier and CO CDR)
- Soldier Declaration Memo (Sex Offender Memo)
- DA Form 5888
  - o Initiate screening: <https://efmp.army.mil>
  - o Send email appointment and paperwork request to: [usarmy.usag-italy.medcom-rhc-e.list.vzhc-efmp@health.mil](mailto:usarmy.usag-italy.medcom-rhc-e.list.vzhc-efmp@health.mil)
- DD 93 (must list dependents and current physical address)
- Marriage Certificate, if requesting for a spouse
- Birth Certificate (For children only)
- PCS Orders & amendments
- Soldier Talent Profile (STP) (dated within 30 days)
- Other documents, if applicable:
  - o Court ordered custody document for children/step-children
  - o Final Adoption Decree
  - o Ward of the Court Verification Letter or court order
  - o DFAS Dependency Approval Memo

**Newborn Children Only:** For children born in Italy to a Command Sponsored spouse or have other command sponsored dependents, only provide the following documents:

- DD93 – Newborn child must be listed
- Birth Certificate or CRBA
- PCS Orders
- Command Sponsorship memo for the spouse, if applicable
- STP

### Single Soldiers & Dual Military:

For dual military couples, only one sponsor can apply for CS. If applying for initial command sponsorship (have no other command sponsored dependents), please provide the following documents

- DA 4187 (Signed by Soldier and CO CDR)
- DD1172-2 for Dual Military (DEERS enrollment must be under the sponsoring parent, receiving 50% or more in benefits)
- DD93 – Newborn child must be listed
- Birth Certificate or CRBA
- PCS Orders
- STP

All single Soldiers or first child for dual military couples must have 12 months remaining after the birth of the child.

### Additional Notes:

- Soldier must serve a 36-month tour.
- Soldier must have 12 months remaining in Italy from the date dependents arrive to Italy.
- Soldiers CANNOT be on assignment to PCS.

**Note: All foreign documents must be translated to English.**

## Deferred Family Travel (DFT)

Soldiers who have an approved command sponsorship however were deferred for various reason must request DFT for the family members to travel. PCS orders must indicate "Deferred Travel". If PCS orders indicate "concurrent" travel however if the dependents did not travel due to passport or Visa delays, Soldier must request Deferred Travel with the losing MPD.

### Required Documents:

- Same as Command Sponsorship checklist minus the Soldier Declaration Memo (Sex Offender Memo) and DA 5888.
- Housing Contract or memo, if applicable

### **IMPORTANT INFORMATION:**

Family member must have a No-Fee and Visa **PRIOR** to arriving to Italy. Family members who arrive to Italy on a tourist passport will be returned back to CONUS or last location at **PERSONAL EXPENSE** to reenter into Italy lawfully. Italy's strict immigration laws does not allow dependents to receive their Visa in country. All Visas must be acquired before entering into Italy. The Italian Soggiorno cannot be obtained with a tourist passport.

Once the Deferred Travel is approved and orders are published, dependents have up to 60 days to travel. SATO will use the travel orders to book and process flight. Do not book tickets with PCS orders. If dependents fly to Italy prior to the travel authorization approval, Soldiers may not be reimbursed.