

Documents Required for Orders

OCONUS (INCLUDES AK & HI)

- DA 5118 (Enlisted) – Reassignment Status & Election Statement
- RFO (Officers) – Request for Orders
- **DA 5434 – Sponsorship Request Form
- DA 31 – Request & Authority for Leave (must have control number if reporting +/-60 days early w/ CDRs approval)
- DA 4036 – Medical & Dental Preparation for Overseas Movement
- DA 4787 – Reassignment Processing
- DA 5121 – Oversea Tour Election Statement
- UA Tour SOU (if going Unaccompanied)
- If Dependents are residing on Ft Meade while on a UA Tour, an ETP from Housing is required.
- HAAP SOU if HAAP is a part of OCONUS AI

OCONUS – WITH DEPENDENTS (INCLUDES AK & HI)

- DA 5888 – Family Member Deployment Screening Sheet **MUST BE SIGNED & STAMPED BY EFMP & PHYSICIAN**

Note: *You must submit the DD 2792 – Family Member Medical Summary and/or IEP, if your dependents are EFMP warranted. **For those going to Europe and Korea with dependents will require a **Dependent Declaration Memorandum**

**** Sponsorship exemption are for those in the current rank of E7-E9 | O4-O6 | CW3-CW5.
Please send an MFR or statement if choosing to opt out of sponsorship requirements**

All forms can be located at: <https://armypubs.army.mil/default.aspx>

CONUS

- DA 5118 (Enlisted) - Reassignment Status & Election Statement
- **DA 5434 – Sponsorship Request Form
- RFO (Officers) - Request for Orders
- DA 31 – Request & Authority for Leave (must have control number if reporting +/- 60 days early w/ CDRs approval)
- WOCS/Recruiting/Airborne/Drill-please provide 1059 or your completion certificate to receive orders after school completion.
- TDY Opt Form for SMs who have TDY before next CONUS/OCONUS Assignment

