

# USAG STUTTGART CENTRAL PROCESSING FACILITY JOINT IN-PROCESSING NEEDS ASSESSMENT (AE REG 612-1)

## Data required by the Privacy Act of 1974

AUTHORITY: 5USC 552a

PRINCIPAL PURPOSE: To verify that an individual has obtained clearance from the Army Staff Agency or installation facilities and has accomplished his/her personal and official obligations.

ROUTINE USES: Used as appropriate, to process Central Processing Facility and if required to assist Finance, Personnel, Child and Youth Services Housing and Transportation.

DISCLOSURE AND EFFECT ON INDIVIDUAL: The disclosure of this information is voluntary. Failure to provide the information will result in a delay in your in processing.

<b>ESTIMATED DATE OF ARRIVAL</b>		<b>FULL NAME: (Last, First, MI)</b>		
<b>SEX:</b> MALE FEMALE	<b>RANK/GRADE:</b>	<b>FIRST DUTY ASSIGNMENT? (ARMY Only)</b> YES NO		
<b>BRANCH OF SERVICE:</b> ARMY                      AIR FORCE                      COAST GUARD NAVY                      MARINES                      OTHER		<b>MILITARY STATUS:</b> ACTIVE DUTY GUARD RESERVES	<b>CIVILIAN STATUS:</b> ARMY CIVILIAN DoD CIVILIAN CONTRACTOR	
<b>UNIT/AGENCY:</b>	<b>TRANSIENT/PERSONAL E-MAIL:</b>		<b>PHONE:</b>	
<b>MARITAL STATUS:</b> MARRIED SINGLE	<b>IS/ARE YOUR FAMILY MEMBER(S) WITH YOU?</b> YES NO		<b>TOUR:</b> ACCOMPANIED UNACCOMPANIED	
<b>DO YOU HAVE ANY PETS?</b> YES NO	<b>DO YOU HAVE SCHOOL AGE CHILDREN?</b> YES NO		<b>DO YOU HAVE A SPONSOR?</b> YES NO	

## UNIT/AGENCY SPONSORSHIP INFORMATION

<b>SPONSOR'S NAME:</b>		<b>E-MAIL:</b>		
<b>LAST CONTACT WITH SPONSOR DATE?</b>	<b>DID YOU HAVE A SPONSOR PRIOR TO ARRIVAL?</b> YES NO	<b>DID YOU DECLINE A SPONSOR?</b> YES NO		

**ANY ADDITIONAL QUESTIONS, COMMENTS, CONCERNS OR NEEDS?**

<b>NEWCOMER'S SIGNATURE:</b>	<b>DATE:</b>
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