USAG STUTTGART – HOUSING DIVISION

AFH Furnishings Authorizations – Customer Request Form

Customer Rank & Name:	SSN:x	- x DATE:
Phone Numbers: Work:	Home:	Cell:
Local Home Address (not CMR):	ZIP/City	/:
Unit:	Family Size:	Number of Bedrooms:

EMAIL:

A. Iss	ue	Initial	Temp Loan	Exchange/Damage	Moving	Leavir	ng
			· · · · ·	oplicable items)			
B. Tu	n-In	Initial	Temp Loan	Exchange/Damage	Moving	Leaving	
QTY	Furnis	shings Item		Authorization		LOANER MIL	
	Bed, Double: Sla	at	1 EA per Married	1 EA per Married Couple		1	1
	Mattress, Double	e: HDFM	1 EA per Bed Do	1 EA per Bed Double: Slat		1	1
	Cover, Mattress:	Double	1 EA per Mattres	1 EA per Mattress Double: HDFM		1	1
	Bed, Single: Sla	t	1 EA per Child	1 EA per Child			◀
	Mattress, Single	HDFM	1 EA per Bed, Si	1 EA per Bed, Single: Slat			◀
	Cover, Mattress:	Single	1 EA per Mattres	1 EA per Mattress, Single: HDFM			◀
	Chair Dining: w/	o Arms	Minimum 4 EA p	Minimum 4 EA per Dining Table (depending on family size)		6	6
	Chair, Easy		2 EA per Dwellin	g		2	2
	Chest of Drawer	s or Dresser	1 EA per Family	Member but not more than 3	pieces		◀
	Sofa (Davenport	i)	1 EA per Dwellin	g		1	1
	Table, Coffee		1 EA per Dwellin	g		1	1
	Table, Dining		1 EA per Dwellin	g		1	1
	Table, End		2 EA per Dwellin	g		2	2
	Table, Night		1 EA per Family	Member or Authorized Individ	dual		◀
	Permane	ent Issue Items	A	uthorization (Private Re	ental Only)		
	Wardrobe		1 EA Per Indivi	dual + 1 Per Household *	*		•
	Cabinet Kitchen		3 EA 1 door Kit	chen Cabinet Per Dwellin	g ** (based on family		-

Walulobe			
Cabinet, Kitchen	3 EA 1 door Kitchen Cabinet Per Dwelling ** (based on family size not to exceed 6 EA)		•
Range	1 EA per Dwelling	1	1
Refrigerator	1 EA per Dwelling 9.5 cuft 14-16cuft 18cuft***	1	1
Dishwasher	1 EA per Dwelling	1	1
Washing Machine	1 EA per Dwelling EURO	1	1
Dryer	1 EA per Dwelling EURO	1	1
Rack for stackable Washer & Dryer	1 EA per Dwelling	1	1

NOTES: Occupants will provide a copy of transportation documents to the Housing Office and comply with AR 420-1, para 3-69 g. & h. (see reverse)The Garrison will ensure that military customers only receive authorized furniture to replace items in Government non-temporary storage. Customers authorized Loaner Furniture may retain a maximum of 90 days inbound or 60 days outbound (except for "Permanent Issue" items) <u>Contractor personnel and civilians who are not authorized LQA are not eligible for housing furniture support.** Kitchen</u> <u>Cabinets and Wardrobes are not authorized if they exist in assigned quarters.</u> *** Customer will be charged the transportation cost (\$75 per appliance) for re-delivery if a selected Appliance cannot be delivered due to narrow access conditions to the home, or cannot be installed due to missing utility/electrical or venting connection. Please insure, upon pick-up of HHG that your personal beds are not packed until your final day in accordance with your requested delivery date of temporary furnishings.

An arrow indicates what a person will receive by authorization.

DELIVERY/TURN-IN	DATE:	COUNCELOR:	
^(Circle one) DELIVERY/TURN-IN	is scheduled between the hours of	hrs. (for Appliances between	 hrs)
By my signature, I ac			

CUSTOMER SIGNATURE:

DATE:

Housing Office Telephone Numbers: DSN: 431-2287/ or 2870 or Civ: 07031-15-2287 / or 2870 Fax: DSN: 431-2470 or Civ: 07031-15-2470

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g. Furniture for other than full Joint Federal Travel Regulations overseas areas. (1) Government furniture may be procured for Government-controlled housing and for private rental housing occupied by eligible personnel. This would depend upon determining whether it is more advantageous for the Government to provide furniture instead of shipping personal furniture. Final determination is based on overall economy, equity, and personal preference of eligible military personnel and civilian employees. (2) Where Government furniture is provided, the shipment weight of personal furniture to and from the area is limited. An increase in an individual's administrative weight restriction may be authorized where there is a shortage of Government furniture. (3) Where Government furniture is not provided, procurement of furniture is restricted to the provisions of paragraph 3-70f above. However, where not built-in, free standing wardrobes and kitchen cabinets will be provided in economy housing occupied by eligible personnel (see CTA 50-909). (4) All personnel entitled to the shipment of HHG are authorized furniture on a temporary loan basis while their HHG are in transit.

AE SUPPLEMENT TO AR 420-1, 20 November 2008

Paragraph 3-69g, Furniture for Other than Full Joint Federal Travel Regulations Overseas Areas. Add subparagraphs (5) and (6) as follows:

(5) Europe is a full JFTR area for DOD civilian personnel unless specifically stated otherwise in their PCS orders. Loaner furniture will be provided for up to 90 days for inbound personnel and 60 days for outbound personnel. Wardrobes and kitchen cabinets (when not provided by the landlord), range, refrigerator, dishwasher, washer, and dryer will be provided on a permanent-issue basis (for the duration of the employee's tour).

(6) Service Members assigned to remote sites in Europe will receive furnishings support from the

Garrison responsible for providing logistic support to that area.

Paragraph 3-69h, Furniture for Elective JFTR (USAREUR Only). Add subparagraph (5) as follows:

(5) Personnel who make an outside the continental United States (OCONUS) transfer from an elective JFTR area to a full JFTR area may be provided Government furnishings support.

This account was transferred from:

to:

Name

Name

SSN

SSN