



The Housing Management Office (HMO) is ready to support you in the transition to your new home and community. Use the resources provided to become familiar with the housing options and support services available to you.

When you arrive at Yokota AB, **you must visit the HMO within 48 hours of arrival.** This visit is necessary to obtain housing, verify your eligibility for Temporary Lodging Allowance (TLA), and receive counseling and guidance before entering into any written lease or rental/sales contract for housing. It is advised to wait until you arrive to secure housing in order to tour available units.

Housing Options at Yokota AB

Housing in the Local Community

The Housing Management Office (HMO) provides all DoD personnel with personalized service to assist in locating suitable housing. Moving to a new country can often be confusing and stressful; however, it can also be exciting. Living off base provides members and families the chance to experience a new culture and make friends with their host-country neighbors. The HMO will assist you every step of the way to help you find your new home in the local community.

Off-Base Housing Eligibility

The following procedures will be used in determining whether accompanied/unaccompanied members and DoD civilians will be assigned to government-provided quarters or authorized to reside off-base:

1. Accompanied Military Personnel: Members will be required to reside on-base, if adequate housing is available.

2. Unaccompanied Military Personnel:

a) Unaccompanied personnel in grades E- 1 through E-4 will be assigned to government-provided, on-base housing.

b) Unaccompanied personnel in grades E-5 through E-6 will be assigned to government provided on-base housing **if required occupancy rate goal is not met.**

c) All unaccompanied personnel E-7 and above will reside off-base.

3. Key and Essential (K&E) Personnel: Designated K&E personnel are required to live on the installation as a matter of military necessity.

4. DoD Civilian: DoD civilian personnel have the option to reside off base. Please ask the Civilian Personnel Flight for LQA entitlement and eligibility.

Housing Allowances (OHA/MIHA/LQA/TQSA)

Members who are authorized to live in the community housing receive Overseas Housing Allowance (OHA) for rent, utility, and maintenance payment. Members are also authorized a one-time Move-In Housing Allowance (MIHA). All service members are entitled advance of required up-front rent payments. Service members must pay back the advanced rent in 12 monthly payments. DoD civilians must contact their Civilian Personnel Office for information on Living Quarters Allowance (LQA) and Temporary Quarters Subsistence Allowance (TQSA) entitlements.

Housing Services

“Effective 1 January 2014, the Department of Defense sponsorship of AHRN has expired. The website will remain active as a commercial site. Registered users should review the terms and conditions carefully to ensure you agree with the changes. The HMO continues to provide support services to members and their families; we encourage you to visit the AF housing public website at www.housing.af.mil.”

Contact the HMO as soon as you know you are moving **to Yokota AB**. The government housing team will provide you the latest information on the local housing situation as well as local laws governing off-base housing. The HMO partners with landlords, realtors and property managers to make sure you receive the most current information about the local housing market.

The HMO monitors off-base rental listings to ensure they are safe and adequate.

The HMO can assist you with:

- Application for assignment to off-base housing
- Providing translation services between you and local rental agencies

- Coordinating transportation and viewing appointments for off-base housing
- Scheduling housing compliance inspections
- Requesting advance housing allowance (military only)
- Completing required government forms
- Negotiating and translating lease contracts
- Establishing utility services
- Providing furnishings support (see Furnishings Management for a list of available 90 day loaner furniture and appliances provided for the duration of your tour)

After you move into your home, the HMO can assist you with on-going translation services for communicating with your landlord.

Shipment of Household goods

When shipping household goods, although members may be authorized to ship their full weight allowance IAW JFTR, we highly recommend for you to limit HHG shipment to necessity/essential items and avoid shipping bulk items. As off-base quarters are relatively small, we recommend you use your non-temporary storage (NTS) entitlement during your PCS at Yokota.

Loaner kit government furniture will only be issued on a 90 day basis to eligible military members and DoD civilians, and must be returned when HHG arrive. In the event you ship your full JFTR weight allowance, you will not be authorized to ship items back to CONUS for non-temporary storage at government expense. Local rental storage units are very limited and expensive.

Community Housing Units

Japanese homes, especially in Tokyo, are built smaller compared to American standards. Living room areas, bedrooms, bathrooms, kitchen, hallways, stairwells, and closets are fairly small compared to the U.S. Durable straw mats called "tatami" mats cover some rooms in Japanese homes.

Trash rules are different in each city. The common rule is you must separate burnable, unburnable, and recyclable refuse. A guideline for trash is available through each city hall and your landlord. Off-base trash may not be brought on base for disposal.

Electric power is slightly different between Japan and the U.S. Japan is 100 volts/50Hz, and the U.S. is 120 volts/60Hz. Most appliances, with the exception of those with timing devices installed, will work at this lower voltage, but check the data plate on the back of your devices before use.

The majority of community housing units at Yokota AB do not allow pets.

Contact Referral and Relocation Assistance for information about telephone, internet, television and schools that support the local area.

Rental Insurance

You need to obtain rental insurance for your personal items and to provide coverage for liability claims, medical payments to third parties, as well as damage to your home caused by theft, fire, storms, smoke, frozen pipes, and ice or snow. Damages caused by an earthquake are NOT included under personal property insurance. Earthquake coverage must be purchased separately. Personal Property Insurance will cost approximately ¥ 20,000 for 2 years. Earthquake coverage will range between ¥ 10,000 - 20,000 for 2 years on top of your personal property insurance. Before purchasing your insurance, consult the HMO for more information about coverage.

Additional Questions

If you have any questions or require additional support or info, please contact the Housing Management Office at DSN (315) 225-9261 or commercial number 011-81-3117-9261 or/and send an e-mail to 374ceshousing@us.af.mi.