

Welcome to Beale AFB!

The Housing Management Office (HMO) is responsible to ensure that you are briefed on all of your housing options. Military members have the option of living on- or off-base, unless directed otherwise (i.e., Dormitory or Key & Essential Personnel). If you choose to live in Privatized Housing (PH), ensure that you read the lease and Resident Guidelines **prior to signing**.

(Last, First Name)

Please Read and Initial 1 – 5

Housing Briefing:

1. _____ **Release of information:** I hereby give the HMO authorization to release my Privacy Act Information to Balfour Beatty Communities to assist me with obtaining PH on Beale AFB.
2. _____ **Local Moves.** Military members who move from the local community into PH are entitled to a one-time government paid move (within a 50 mile radius) after the PCS move. Once you have accepted a home on base and have the residential address, inform the HMO immediately so we can process your move orders.
3. _____ **Storage of Excess Household Goods.** Military members are entitled to government paid storage of household goods (**furniture items only**) that are in excess to your needs while occupying PH. All requests must be made **within the first 30 days** of assignment to PH **or** within 30 days of the **last shipment received**. These items will remain in storage until you PCS to another location or if you decide to move out of PH.
4. _____ **Renters Insurance.** You are highly encouraged to purchase renter's insurance to protect your personal property.
5. _____ I certify that the AF Form 4422 has been completed and has been provided to HMO.
6. Please indicate your current status: Inbound Lease expires (_____) Month-to-Month

Applicant's Signature

To be completed by HMO:

(Referral #)

(Eligibility Date)

Bedroom Entitlement:
 2 3 4

Housing Category:
 JNCO SNCO CGO FGO SO K&E

Housing Management Counselor/Date