

BASE & COMMUNITY HOUSING INFORMATION/RENTING TIPS

DORMITORY INFORMATION: All rooms are private and equipped with a full-sized bed, small refrigerator and microwave. On-base permanent party unaccompanied housing is only available for E-1 through E-4 personnel. Single E-4's over 3 years of total active federal military service (TAFMS) or within 60 days of going over 3 TAFMS, and Airmen who are married or have other dependents, may search for off-base housing upon arrival. Unaccompanied personnel in the grades of E-1 through E-4 with less than 3 years TAFMS who are married to another military member (MIL-to-MIL), whose spouse will not be joining them within 60 days, must be assigned a dormitory room upon arrival. They may request to move out to establish a household when their spouse and/or other dependents are due to join them within 60 days, or when they reach E-4 with over 3 years TAFMS, or they are otherwise eligible through the wait list process. All unaccompanied E-1 through E-4 personnel, not excluded above, must report to the Central Dorm Office {Phone: (850) 884-3188} in building 90367, room A123, for a room assignment. With hard copy PCS orders, sponsors may sign for a room and room key prior to arrival of an inbound member.

BASE HOUSING CATEGORIES & MHO REFERRAL POLICY: Assignments are based on family size and the following categories: JNCO (Enlisted E-1 thru E-6), SNCO (E-7 and E-8), Chief Prestige (E-9), CGO (O-1 thru O-3), FGO (O-4 thru O-5), SO (O-6), GO (O-7-10). There are four housing areas: Live Oak Terrace and Pine Shadows on the main base, and Soundside Manor and Osprey Landing on the south side of Hwy 98

The Military Housing Office (MHO) validates applications and forwards referrals to Mayroad, our privatized housing partners. Applications must include a DD 1746; PCS Orders; Sex Offender Disclosure and Acknowledgement, AF Form 4422. By signing and submitting an application, the service member is authorizing the MHO and Mayroad to share collected information in order to complete the application process.

Leases are through the Mayroad leasing office, which is located at 480 Weaver Avenue, HFLD. When you are assigned to privatized base housing, signing a 1-year contract with Mayroad is required. The contract can be terminated early upon receipt of PCS orders.

Drayage and Storage: DRAYAGE: Service Members are entitled to one local Government-paid move into base Privatized Housing (PH) after a PCS. Subsequent moves into PH for the convenience of the member are at member's expense. Military tenants are also entitled to a paid move to facilitate construction, renovation or demolition. STORAGE: If you have large items that will not fit into your base housing residence, submit a list of the items to the MHO and request Government storage for the duration of your assignment to base housing.

Impact of BAH on Supplemental Entitlements: If you receive or will be applying for any federal supplemented programs, such as SNAP, WIC, or other related entitlements, the MHO will need to certify Privatized Housing occupancy for federal food, school lunch and other related programs. Such federal programs may include or exclude your BAH in the calculation of income.

OFF BASE REFERRAL SERVICES / COMMUNITY INFORMATION

TEMPORARY LODGING: Contact Hurlburt Field temporary lodging, the Commando Inn at 850-884-7115 to request reservations for on base temporary lodging. Pet friendly units are very limited. If on base accommodations are not available when you arrive, they can refer you to temporary lodging off base.

We highly recommended that all newly assigned personnel visit the Military Housing Office (MHO) in person for assistance and for counseling on any/all off base housing issues and also before entering into

any rental agreement or lease for off base housing. **EMPHASIS - Our Referral Specialist is your best source of information on all aspects of off base housing from beginning to end, and your best source for answers to any/all of your questions. Our Referral Specialist is also your first point of contact if you have problems or issues with your off-base housing or other concerns that affect your quality of life while living off base.**

Rent prices in the local area have increased exponentially over the last several years and are continuing to increase. Contact our Referral Specialist to discuss current rental market conditions/availability/pricing as the market fluctuates daily.

The MHO has contact information for numerous realtors and property management companies, landlords and apartment complex managers as well as property listings available through the DoD off base referral website HOMES.mil.

Other recommended Commercial Rental Websites include Zillow, Zumper, apartments.com, realtor.com, for rent.com, and AHRN to name a few. GOOGLE searching with phrases such as, “homes for rent near Hurlburt Field” are also very productive.

http://www.okaloosamls.com/public_search.html is a local realtor-based, multiple-listing service that allows public access and has hundreds of available listings.

THE SEARCH PROCESS: Physically check potential rental properties and drive the surrounding area. Most people do housing searches during the daytime hours. If possible, go back and check again in the evening or even at night and if possible, during stormy weather to see if the home/area are flood prone, as realtors/property managers/landlords are under no legal obligation to advise you if a home is prone to flooding or located in a flood zone.

Links for local public schools, provided for families with school age children:
Residences located in Okaloosa County - <http://www.okaloosaschools.com/>
Residences located in Santa Rosa County - <https://www.santarosaschools.org/>

Check prospective apartment complex websites prior to visiting them. Apartment complex managers will tour you through a model unit. If you have been offered a unit, ask to see that unit and possibly do a walk through. Check the entire complex; laundry rooms, play areas, recreation areas, swimming pools, dog parks, etc. and if possible, ask current tenants questions.

Landlords/realtors/property managers will normally set up an appointment for you to tour both the house and property of any listings you are interested in. During the appointment make a list of any questions you may have to discuss with the landlord/realtor/property manager before making a commitment. Don't just consider the house and property, consider the neighborhood you would be living in.

DEPOSITS AND HOLDING MONEY: It is not recommended that you give deposits unless you have definitely decided to move into the unit. A prospective tenant who puts down a deposit or holding money, but then decides not to occupy the unit, may not be entitled to a refund. **Do not sign a document that is titled, “Contract to Lease.”** It is a legally binding document which commits you to renting the property and to signing a lease. If you negate after signing a contract to lease you are in breach of contract. The realtor/property manager/landlord is entitled to keep any deposits and/or other fees that were paid or promised in advance or that you otherwise committed to.

LANDLORD / TENANT LAW AND MILITARY CLAUSE: Florida Statutes covering rental law are found in Chapter 83, Part II of the Florida Statutes, “Florida’s Landlord/Tenant Law.” This chapter of Florida Law lays out the rights and responsibilities of both the landlord and tenant, and

what legal actions the landlord or tenant can take if the either fails to meet their obligations. The MHO can provide you a summary of Chapter 83, Part II, paragraph 83.682, "Termination of Rental Agreement by a Service Member" (commonly referred to as "The Military Clause") which covers the rights under Florida law of a service member on orders (PCS, Separation, Retirement, extended TDY, or a government paid move into privatized base housing) to legally terminate a lease without penalty.

****IMPORTANT:** Review your lease for a Military Clause. If there is no Military Clause in the lease, ensure the lease does not include a statement waiving your Servicemembers Civil Relief Act (SCRA) rights. The purpose of the SCRA is to relieve the military member and/or spouse of lease term obligations due to receiving PCS orders or deployment exceeding 60 days. The Military Clause is a binding Florida Statute (law) which piggybacks on SCRA. Because The Military Clause is a State Statute (law) it is enforceable whether or not it is specified in a lease, but having the matter settled prior to signing a lease can save a lot of trouble down the road.

Make sure all blanks are filled in before you sign any type of paperwork. Anything that the landlord has agreed to do or allow must be in writing. Always get a copy of what you've signed, immediately. Once you sign a lease, you are obligated for the duration of the lease unless you are exercising the "Military Clause."

ELECTRICITY DEPOSIT WAIVER: For active-duty members only; The Military Housing Office (MHO) has a Gulf Power Waiver (GPW) form which is used to waive any deposit fee you might otherwise be charged when you establish your electrical account with Florida Power and Light. A normal deposit could vary from zero to several hundred dollars depending upon several factors, including your credit history. The GPW must be in the active-duty member's name and verified by the MHO. Waivers can be completed in person at the MHO or online with an ADOBE version of the form which can be digitally signed, that we email to you. There are no deposit waiver programs for gas or water/sewer/garbage services.

INSURANCE: Tenants are highly encouraged to purchase their own renters insurance policy. Flood insurance through FEMA and the National Flood Insurance Program is also highly recommended, as any area in Florida is susceptible to flooding during hurricanes and heavy rain. Even a broken pipe that floods from the floor up is considered a flood. Flood damages are not covered by standard renters/homeowners insurance policies. www.nhc.noaa.gov, www.floridahurricane.gov, <https://community.fema.gov>, <https://www.fema.gov/flood-insurance>

ONGOING ASSISTANCE: When you receive orders to depart Hurlburt Field, the MHO can assist you with submitting a housing application to your next base. They can also assist you with HOMES.mil searches for off base rentals at any military installation worldwide.

V/R

Hurlburt Field Military Housing Office (MHO)

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