

Eglin Housing Management Office

Community Housing Referral

The HMO Responsibilities:

The Base Housing Management Office (HMO) will provide housing referral services to active duty and U.S. DoD employees for quality local community housing.

The HMO will offer the following services:

1. Maintain an open-referral system via realtors/landlord that ensures customers receive up-to-date information on nondiscriminatory rental properties.
2. Review rental contracts. Negotiate and mediate disputes.
3. Liaison with tenant, landlord, real estate agency, community and governmental officials.
4. Provide housing relocation information services to incoming and outgoing personnel.
5. If requested, prior to lease signing, perform an on-site property inspection.

Restrictive Sanctions:

The HMO and Base Legal may suggest restrictive sanctions on landlords and real estate agencies that engage in discriminatory or unfair business practice. When imposing restrictive sanctions, such as placing landlord property and real estate agency property off-limits, the housing office in conjunction with Base Legal, will provide justification to installation commander. The HMO will prominently display restrictive sanction lists. **As of 27 Dec 2013**, the 96th Test Wing Commander **has not issued** any “Prohibited or Restricted Areas and/or Units” for off base housing. However, we recommend you check out the local area crime stats and maps. Available at: <http://sheriff-okaloos.org>

Renter’s Insurance:

All parties acquiring leases for off-base housing should be aware that landlords are required to carry insurance on the properties/structures, but not their lessee’s belongings. We strongly encourage the lessee to personally insure the contents of their dwellings by obtaining renter’s insurance to protect you from liability in the event of damage to the structure and your belongings by fire or other means that may occur. Even if the landlord has insurance, this does not relieve the tenant of financial liability in the event you are found negligent in the destruction of the landlord’s property.

Community Housing:

Landlords must abide by the Fair Housing Act. The Fair Housing Amendment Act of 1988 amended Title VIII of the Civil Rights Act of 1968 making it unlawful to discriminate in the sale, rental, or financing of housing and in the provisions of brokerage and appraisal services because of Race, Color, Religion, Sex, Handicap, Familial Status, or National Origin. For more information go to <http://www.justice.gov/crt/about/hce/title8.php> Links for housing and rentals are available at the end of this document. The list is not all inclusive, and the sites are not endorsed by the Air Force or DoD.

Lease Agreements:

Prior to signing the lease or rental agreement; read it very carefully. Make sure it includes a military clause. It is highly recommended you do not sign a lease or send a security deposit prior to viewing the property. Florida law allows you to terminate your off-base lease with a 30 day written notice to the landlord or representative when you deploy for 60 days or more outside 35 nautical miles. Also, your first move on-base will be a paid move. Contact Base Legal Office for specific questions on the Florida Statute or for any additional requirements at 850-882-4611. http://www.800helpfla.com/landlord_text.html. If you have any questions about the lease or rental agreement, contact the Housing Office at 850-882-4533.

Foreclosures:

If the tenant is a military member and receives a notice to vacate the property due to a foreclosure, you may be entitled to a paid move (Short-Sales **do not** qualify). Bring the notice, along with a signed copy of the lease, to the Eglin Base Legal Office or Eglin HMO. Contact the Housing Management Office at 850-882-4533 for additional information and requirements if needed.

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Utility Security Deposit Waivers:

The Eglin Housing Management Office only has Utility Security Deposit Waivers for **Gulf Power Electric Company**. After signing the lease or rental agreement, the military member needs to stop in at the Housing Office to fill out the waiver form. The housing representative will stamp it and the member can bring it to the **Gulf Power Electric Company**.

Temporary Housing:

Contact Eglin Lodging at 850-882-8761 and request a full 30 day reservation. Pet friendly units are very limited. Off-base temporary housing and month to month leases can be found on www.AHRN.com under “**Temporary Lodging**.” The HMO also has a “**Short Term Rental List**” available at the front desk.

Additional Information:

The following items are available for download under “Featured Documents” at www.housing.af.mil/eglin

- **Typical Rental Questions** - These are typical questions to ask the landlord or representative prior to signing the lease or rental agreement.

- **Typical Rental Walkthrough Checklist** – This is a generic walkthrough checklist to use if your landlord or representative does not provide you one. Be advised this checklist is not all inclusive. Please add any relevant or pertinent items and/or information. Take photos of all damage at the unit, apartment or house and attach to checklist. Provide a copy to the landlord or representative and keep a copy for your records.

Additional Links:

- Dept of Justice - Fair Housing Act: <http://www.justice.gov/crt/about/hce/title8.php>
- Eglin AFB Privatized Housing: www.airforce.corviasmilitaryliving.com
- Air Force Housing: www.housing.af.mil
- Eglin AFB: <http://www.eglin.af.mil/>
- Eglin Base Guide: <http://www.eglinguideonline.com/>
- Military Installation Information - <http://www.militaryinstallations.dod.mil/>

The following links are not all inclusive, and are not endorsed by the Air Force or DoD:

- Automated Housing Referral Network - <http://www.ahrn.com>
- NW Florida Apartment Guide – <http://www.apartmentguide.com/apartments/Florida/Niceville/>
- The Real Estate Book - <http://www.realestatebook.com/homes/usa/fl/shalimar>

NOTE: For further questions or clarification, contact the Eglin HMO at 850-882-4533.