

## Applying to Ship or Store Household Goods

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<b>Who this is for?</b>	<p>This information applies to active duty Coast Guard members assigned within the greater Saint Louis metropolitan area who are in receipt of the following orders:</p> <ul style="list-style-type: none"><li>* Permanent Change of Station (PCS),</li><li>* Retirement, or</li><li>* Separation.</li></ul>
<b>How to apply</b>	<p>The is the process to apply to ship or store HHGs:</p> <ol style="list-style-type: none"><li>1. Member telephones PSSU St. Louis (pa) to schedule an appointment for HHG counseling.</li></ol> <p><b>(Note: HHGs counseling should be accomplished at least 45 days prior to desired pack-out dates.)</b></p> <ol style="list-style-type: none"><li>2. Member attends counseling and brings:<ul style="list-style-type: none"><li>* copy of orders (CG-5131) or retirement letter, and</li><li>* desired HHG pack-out dates.</li></ul></li><li>3. PSSU St. Louis (pa) completes HHG package.</li><li>4. Member reviews package, verifies information is correct and signs.</li></ol>