

SUBJ: WELCOME ABOARD (MEMBER'S FULL NAME, RATE & RANK, USCG)  
CONGRATULATIONS ON YOUR ASSIGNMENT TO USCGC VALIANT (WMEC 621), TO BE LOCATED AT NAVAL STATION MAYPORT BEGINNING ON 01 AUGUST 2012. AS A VALUED MEMBER OF USCGC VALIANT, WE WELCOME YOU ABOARD AND ARE COMMITTED TO HELPING MAKE YOUR RELOCATION HAPPEN AS SMOOTHLY AS POSSIBLE.

2. TO ASSIST YOU ON A ONE-ON-ONE BASIS, I HAVE ASSIGNED (SPONSOR'S NAME RATE AND RANK) AS YOUR SPONSOR. HE/SHE IS ANTICIPATING YOUR ARRIVAL AND IS PREPARED TO ASSIST YOU IN YOUR ASSIGNMENT PROCESS. YOU MAY CONTACT YOUR SPONSOR AT (PHONE NUMBER) OR VIA EMAIL AT SPONSOR'S EMAIL (AT)USCG.MIL. UPON ARRIVAL PLEASE CONTACT YOUR SPONSOR; HE/SHE WILL GUIDE YOU THROUGH THE CHECK IN PROCESS.

3. NAVAL STATION MAYPORT IS LOCATED NEAR THE PORT OF JACKSONVILLE IN NORTHEAST FLORIDA ON THE SOUTH SIDE OF THE ST. JOHNS RIVER. THE ADDRESS IS 2039 MAYPORT ROAD, JACKSONVILLE, FL 32233. THE MAIN PHONE NUMBER IS 904-270-6802.

3. IF USCGC VALIANT IS DEPLOYED UPON YOUR ARRIVAL, CHECK IN WITH SECTOR JACKSONVILLE SERVICING PERSONNEL OFFICE (SPO). SECTOR JACKSONVILLE IS LOCATED 18 MILES EAST OF DOWNTOWN JACKSONVILLE, FL IN ATLANTIC BEACH, FL. THE MAILING ADDRESS IS: COMMANDER, USCG SECTOR JACKSONVILLE, 4200 OCEAN STREET, ATLANTIC BEACH, FL 32233. THE SPO HOURS ARE MONDAY - FRIDAY FROM 0730-1530. THE MAIN PHONE NUMBER IS 904-564-7500. IF ARRIVING AFTER HOURS PLEASE CONTACT THE SECTOR JACKSONVILLE BASE DUTY OFFICER(BDO) AT 904-591-1705. THE UNIFORM FOR REPORTING IS TROPICAL BLUE LONG. PLEASE VISIT [HTTP://WWW.USCG.MIL/D7/SECTORJACKSONVILLE](http://www.uscg.mil/d7/sectorjacksonville) OR <http://cgportal.uscg.mil/delivery/satellite/sectorjacksonville> FOR VALUABLE RELOCATION AND UNIT INFORMATION.

4. AS WITH MOST PERSONNEL TRANSFERRING TO A NEW AREA, YOUR INITIAL INQUIRIES ARE PROBABLY RELATED TO AREA FAMILIARIZATION AND HOUSING ISSUES. FOR HOUSING RELATED QUESTIONS, PLEASE CONTACT THE LOCAL HOUSING OFFICER (LHO), YN1 MARY DOMINGUEZ AT 904-564-7689 OR VIA EMAIL AT MARY.L.DOMINGUEZ(AT)USCG.MIL OR MARY.DOMINGUEZ(AT)NAVY.MIL.

5. UNIQUE BERTHING ISSUES OR REQUIREMENTS: SINGLE MEMBERS E-3 AND BELOW ARE REQUIRED TO LIVE ONBOARD SIX MONTHS AND UNTIL QUALIFIED IN ALL OF THEIR ASSIGNED DUTIES. ONCE QUALIFICATIONS ARE COMPLETE, YOU MAY REQUEST ASSIGNMENT TO BARRACKS, OR GOVERNMENT LEASED QUARTERS WITH COMMAND APPROVAL. FOR INFORMATION REGARDING HOUSING AND THE RENTAL PARTNERSHIP PROGRAM, THE TRANSITION AND RELOCATION MANAGER SERVICING SECTOR JACKSONVILLE IS LOCATED AT ISC MIAMI WORKLIFE DEPARTMENT. FOR INFORMATION PLEASE CONTACT 305-278-6672 OR VISIT <https://cgportal.uscg.mil/delivery/Satellite/DISTRICT7> OR <https://cgportal.uscg.mil/delivery/Satellite/HSWLMiami> AREA TRANSITION AND RELOCATION INFORMATION CAN BE PROVIDED BY YN1 MARY DOMINGUEZ, LHO. PLEASE CONFIRM YOUR MAILING ADDRESS WITH YN1 DOMINGUEZ SO THAT A WELCOME ABOARD PACKAGE WILL BE FORWARDED TO YOU.

6. FOR OMBUDSMAN INFO PLEASE CONTACT ALMA BUCKLEY BETWEEN THE HOURS OF 0800-2000 AT 786-581-9293 OR VIA EMAIL AT ALMABUCKLEY(AT)HOTMAIL.COM. FOR EMERGENCIES CALL SECTOR JACKSONVILLE COMMAND CENTER AT 904-564-7511.

7. AGAIN, WELCOME ABOARD. PLEASE DO NOT HESITATE TO CONTACT YOUR SPONSOR, THE LOCAL HOUSING OFFICER, OR THE SECTOR JACKSONVILLE COMMAND MASTER CHIEF AT 904-564-7637 FOR ADDITIONAL GUIDANCE, OR VISIT VALIANT'S WEBSITE <http://www.uscg.mil/lantarea/cgcValiant/unit.asp>. I AM CONFIDENT THAT YOU WILL HAVE A REWARDING AND MEMORABLE TOUR OF DUTY. WE LOOK FORWARD TO MEETING YOU AND WORKING WITH YOU AS YOU BECOME A VALUED MEMBER OF CGC VALIANT. SEMPER PARATUS.

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