

RELEASE FROM ASSIGNMENT TO UNACCOMPANIED PERSONNEL HOUSING

Section I - Please fill in **all data** requested completely. Failure to do so will delay the processing of your request. Forward your request through your proper chain of command. The Local Housing Officer will only consider requests that have been completely filled out and approved. Approval must be by the member's Commanding Officer, or designee, with signature.

Service Member's Name (<i>last, first, MI</i>):	Rank/Rate:	Date of Rank	Gender: M/F	SSN	Current Berthing (UPH/Ship/Community)
Current Command	Date of Entry	Rotation Date:	Commanding Officer's Name (or designee): Print Name: Signature:		

Section II – Service Member's Acknowledgement

I, the undersigned, understand I am requesting permission for a release from assignment to Unaccompanied Personnel Housing (UPH) and if approved will be entitled to receive BAH allowance in lieu of government owned quarters. I also understand the conditions set forth below, which I have initialed.

Please initial each statement below within the parenthesis.

- () I understand by electing to receive my BAH I will not be able to seek or return to government quarters for the remainder of my current tour.
- () I understand by receiving BAH I am prohibited from residing overnight in any government quarters, including on any ship, while in homeport unless required to do so (such as in port duty days or underway periods).
- () I understand if I currently reside in UPH quarters, I am required to submit an Intent To Vacate Form with the housing office at least 45 days prior to my departure. I also understand my BAH will not start until I have successfully cleared my UPH quarters. I further understand I am not entitled to a government funded household goods move.
- () I understand that I have 30 days from the date of BAH Waiver approval to secure a civilian rental. If I have not acquired a rental lease or scheduled a final termination inspection of my assigned UPH quarters, my BAH Waiver approval will be revoked.

<i>Service Member's Signature</i>	<i>Date Submitted</i>
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Section III - Local Housing Officer's Decision on Release From Assignment To Unaccompanied Personnel Housing.
 The following determination has been made regarding the above request for a waiver from assignment to UPH quarters. Any appeal of a negative decision must be submitted in writing, via the proper chain of command, to the Area Housing Officer.

<i>Housing Office Signature</i>	<i>Date Received</i>
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Mandated (per COMDTINST M11101.13E) UPH barracks occupancy rate is currently 95% or greater.

YES **NO**

<input style="width: 50px; height: 30px;" type="text"/> Approved (LHO initials) Date: _____	<input style="width: 50px; height: 30px;" type="text"/> Disapproved (LHO initials) Date Added to Wait List: _____
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Local Housing Officer's Signature:	Date:
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