JOINT BASE ANDREWS, MD

316TH COMPTROLLER SQUADRON IN PROCESSING

- Active Duty (DAF 899) complete page two and five.
- Guard/Reserve (AGR) complete page three and five.
- OTS/ROTC graduates complete page four and five.

ENSURE TO BRING ALL RECEIPTS/DOCUMENTATION TO YOUR SCHEDULED APPOINTMENT PRINTED OUT.

ACTIVE DUTY QUESTIONNAIRE

NAME: _____RANK: _____DATE: _____

SSN: _____ DOD ID: _____

ORDER NUMBER (Block 27 on orders) _____

What base did you come from? (Block 8 on orders) _____

What day did you out-process from the above base? _____

What day did you physically leave the above base? _____

What day did you physically get to JB Andrews? (Or local area) _____

Did you have any TDY's in route?   YES   NO

What is a good contact phone number? _____

What is your military email address? _____

Where are you currently residing? (CHECK ONE)   DORMS   BASE HOUSING   TLE   OFF BASE

When did you move into the above residence? _____

DEPENDENTS ADDRESS (Block 17 on orders):

Street Address, City, State, Zip Code:

_____

What is your dependency status?   Single no dependents   Single claiming dependents   Married

If married, is your spouse military?   YES   NO

What is your spouse's name? (Civilian): _____ (Military): _____

What is your date of marriage? _____   Branch of Service: _____

                                                             Duty Location: _____

Do you have children you claim via DEERS?   YES   NO

GUARD/RESERVE QUESTIONNAIRE

NAME: _____RANK: _____DATE: _____

SSN: _____ DOD ID: _____

ORDER NUMBER: _____ (TITLE   10   32   STAT)

Did you have a break in service?   YES   NO

      If yes, was the break **LONGER** than 24 hours?   YES   NO

What address did you come from? ("4." on orders) _____

What day did you out-process from the above location? _____ (If HOR, leave blank)

What day did you physically leave the above location? _____

What day did you physically get to JB Andrews? (Or local area) _____

Did you have any TDY's in route?   YES   NO

What is a good contact phone number? _____

What is your military email address? _____

Where are you currently residing? (CHECK ONE)   DORMS   BASE HOUSING   TLE   OFF BASE

When did you move into the above residence? _____

DEPENDENTS ADDRESS (Old address not in MD):

Street Address, City, State, Zip Code:

_____

What is your dependency status?   Single no dependents   Single claiming dependents   Married

If married, is your spouse military?   YES   NO

What is your spouse's name? (Civilian): _____ (Military): _____

What is your date of marriage? _____   Branch of Service: _____

                                    Duty Location: _____

Do you have children you claim via DEERS?   YES   NO

OTS/ROTC QUESTIONNAIRE

NAME: _____RANK: _____DATE: _____

SSN: _____ DOD ID: _____

ORDER NUMBER: _____   Are you prior enlisted?   YES   NO

Where did you START your travel? (**BEFORE** OTS)
_____

What day did you physically leave the above location? _____

What day did you physically get to JB Andrews? (Or local area) _____

Did you have any TDY's in route?   YES   NO

Is this your **FIRST** PDS?   YES   NO

What is a good contact phone number? _____

What is your military email address? _____

Where are you currently residing? (CHECK ONE)   BASE HOUSING   TLE   OFF BASE

When did you move into the above residence? _____

DEPENDENTS ADDRESS (On receipt of Orders):

Street Address, City, State, Zip Code:

_____

What is your dependency status?   Single no dependents   Single claiming dependents   Married

If married, is your spouse military?   YES   NO

What is your spouse's name? (Civilian): _____ (Military): _____

What is your date of marriage? _____   Branch of Service: _____

                                                            Duty Location: _____

Do you have children you claim via DEERS?   YES   NO

ARRIVAL DATE	LOCATION OF STOP/FLIGHT LAYOVER	REASON FOR STOP	HOW DID YOU LEAVE HERE?	DEPARTURE DATE
N/A	OLD PDS	N/A		

ARRIVAL DATE N/A	LOCATION OF STOP/FLIGHT LAYOVER OLD PDS	REASON FOR STOP N/A	HOW DID YOU LEAVE HERE?	DEPARTURE DATE