Follow-Up Message: Service Member Moving With Family

Dear (Service Member Moving With Family)

It has been a pleasure communicating with you about your move to (fill in command/installation name). Per our conversation, I am sending you the information you requested. As your sponsor, I will assist you by connecting you with the appropriate contacts for in-processing and relocation needs. Additionally, I am happy to answer any questions you may have.

(INSERT UNIT/INSTALLATION SPECIFIC INFORMATION HERE, i.e. in-processing, temporary lodging, housing, transportation, finance, child care, school liaison office, etc.)

The following Defense Department resources may be helpful during your relocation process:

**For assistance with the personal property parts of a move (i.e., moving your “stuff”):**

* Your [local transportation office](https://installations.militaryonesource.mil/?looking-for-a=program/program-service=2/focus=program) provides assistance with the personal property part of your move such as understanding entitlements and weight allowances, scheduling your moving shipments, and information about shipping privately owned vehicles, or POVs.
* Visit the Military OneSource [Moving Your Personal Property page](https://www.militaryonesource.mil/moving-housing/moving/moving-personal-property/) for comprehensive information about moving personal property and to log in to the Defense Personal Property System, or DPS.
* Use the following link for information about [moving with pets](https://www.militaryonesource.mil/moving-housing/moving/planning-your-move/moving-with-pets/).

**For assistance with moving your “life” (i.e., local community, schools, child care, etc.):**

* Your local [Relocation Assistance Program](https://www.militaryonesource.mil/moving-housing/moving/planning-your-move/military-relocation-assistance-program-benefits/) provides an array of information, services and referrals to help you have as stress-free a move as possible. Programs and services may include predeparture briefings and newcomer orientations, resources on moving costs, information about child care, schools, youth sponsorship, spouse employment and license transfer, local community and more. Contact your local [Military and Family Support Center](https://installations.militaryonesource.mil/?looking-for-a=program/program-service=26/focus=program) for more information.

**For general information, resources and assistance 24/7:**

* The [Military OneSource](https://www.militaryonesource.mil/) website offers both a call center for 24/7 assistance, and a website with information on a broad range of topics, including [PCS and moving resources](https://www.militaryonesource.mil/moving-housing/moving/pcs-and-military-moves/).
* The [MilitaryINSTALLATIONS](https://installations.militaryonesource.mil/) website has comprehensive, up-to-date information about your new location, including base essentials, programs and services contacts, community demographics and state resources.

**For help organizing your move:**

* The [Plan My Move](https://planmymove.militaryonesource.mil/) online tool allows you to create customizable moving checklists. It also has articles, helpful tips and links with resources to help you get organized and manage your move.

**For housing information:**

Contact your local [Housing Office/Government Housing](https://installations.militaryonesource.mil/?looking-for-a=program/program-service=8/focus=program) or visit [HOMES.mil](https://www.homes.mil/homes/DispatchServlet/Back?Mod=HomesWelcome&SSRedir=true).

Remember, you can call or email me anytime. I will be happy to help you make arrangements or answer any questions you may have.

Sincerely,