

Eglin AFB Military Family Housing Off-Base Brief:

- 1. OFF-BASE HOUSING:** The **Official DOD Website** for all military services to search for off-base rentals, For Sale by Military Owners, and for off-base temporary housing (efficiencies) is the Automated Housing Referral Network - **AHRN.com**. Mentioning to the landlord or representative that you found the property on AHRN may save you additional fees such as application fees or part of the security deposit.
- 2. RESTRICTED HOUSING:** As of 20 Mar 2012, the 96th Air Base Wing Commander has not issued any "Prohibited or Restricted Areas and/or Units" for off-base housing.
- 3. LEASE AGREEMENTS:** Prior to signing the lease or rental agreement; read it very carefully. Make sure it includes a military clause. If you have any questions about the lease or rental agreement, contact the Housing Office at 850-882-4533 or the Base Legal Office at 850-882-4611.
- 4. SECURITY DEPOSITS:** Prior to paying a security deposit, be sure to check the return policy. An initial walkthrough should be accomplished with the landlord or representative. Take pictures of any damage and send a copy to the landlord or representative by mail with return receipt requested. Documented proof is the best way to ensure you get your security deposit back.
- 5. FORECLOSURES:** If the tenant is a military member and receives a notice to vacate the property due to a foreclosure, you may be entitled to a paid move. Contact the Eglin Military Family Housing Office at 850-882-4533 for specific information and requirements.
- 6. LANDLORD/TENANT DISPUTES:** Any disputes with the landlord or representative should be elevated ASAP to the Eglin Military Family Housing Flight Chief who will work the issue in conjunction with the Base Legal Office. In most cases you will need dates, times and written documentation.
- 7. DISCRIMINATION:** All situations involving a landlord or their representative in discriminatory actions should be reported immediately to the Housing Flight Chief at 850-882-4533.
- 8. UTILITY SECURITY DEPOSIT WAIVERS:** The Eglin Military Family Housing Office has a Utility Security Deposit Waiver for **Gulf Power Electric Company**. After signing the lease or rental agreement, the military member may come to the Housing Office to fill out the waiver form. The housing representative will stamp it and the member can take it to the respective agency. **CHELCO** Electric has a pre-paid electric plan which does not require a deposit.
- 9. TEMPORARY HOUSING:** Contact Eglin Lodging at 850-882-8761 and request a full 30 day reservation. Pet friendly units are very limited. Off-base temporary housing can also be found on AHRN.com.
- 10. FLORIDA STATUTE:** Florida law allows you to break your off-base lease, with a 30 day notice, when you deploy for 60 days or more or opt to move into government quarters (on-base housing). Contact Base Legal Office for specific additional requirements at 850-882-4611.

NOTE: For further questions or clarification, contact the Eglin MFH Office at 850-882-4533.

Eglin AFB Military Family Housing

On-Base Brief:

Housing

Available housing consists of 2, 3 and 4 bedroom units. The housing office assists with on and off-base housing needs.

Whether personnel are looking for on-base housing or planning to live in the local community, they'll need to stop by the Family Housing Office located at 37 Hatchee Road in the housing area. The office is open from 8 a.m. to 4 p.m. on Monday, Tuesday, Wednesday and Friday and open from 8:30 a.m. to 4 p.m. on Thursday. The Housing Office can be reached by phone at 850-882-4533. The fax is 850-882-2118.

Housing Waiting List:

For Advance Applications; your number on the waiting list is based on your Effective Change in Duty Station date and your arrival within 30 days. All other applications are based on the walk-in date. The number of bedrooms allowed is based on your rank and number of dependents you have.

Eglin housing is currently blended (an E-1 can live next to an O-5). Positions on the waiting list will not be altered with the exception of "key and essential" members, Unaccompanied Dependents Restricted Tour (UDR) returnees and with an "Approved Exception to Policy Package." Those to whom housing has been previously committed will not be displaced.

The average wait times varies. For up to date Eglin Military Family Housing or off-base information call 882-4533.

To view photos and slideshow of Eglin Military Family Housing go to:

- <http://viewer.zmags.com/publication/b15cd2f9#/b15cd2f9/13> - *Official Page*
- <http://www.youtube.com/watch?v=kOuPRuYr7dQ> - *Video of Housing Units*
- <http://facebook.com/EGLINMFH> - *Eglin MFH Facebook Page*

Steps to Apply for Eglin Military Family Base Housing:

1. Advance applications for assignments to Eglin may be made through the nearest Military Housing Office usually located at your current duty station. On a base that has Privatized Housing, contact the Housing Referral and Relocation Office.
2. Items needed when submitting all Housing Applications:
 - **DD Form 1746** – Housing Application – Include your email address in Remarks Section
 - **AF Form 4422** – Sexual Offender Disclosure Form
 - **Military PCS Orders** and Amendments
 - **DEERS Verification** required if dependents are not listed on PCS Orders **by name and birth date.**
 - **Power of Attorney (POA)** for your spouse is highly recommended. For the Eglin Housing Office to accept the POA, the POA **must** include the following statements:
 - Sign for and terminate Military Base Housing
 - Start & Stop Basic Allowance for Housing (BAH)
3. Contact Eglin Lodging at 850-882-8761 and request a full 30 day reservation. Pet friendly units are very limited.