APPLICATION FOR SHIPMENT AND/OR STORAGE OF PERSONAL PROPERTY

(Read Privacy Act Statement on back before completing form.)

1. DATE PREPARED *(YYYYMMDD)*	2. SHIPMENT NUMBER

3. NAME OF PREPARING OFFICE

4. TO *(Responsible Origin Personal Property Shipping Office)*

a. NAME

5. NAME OF DESTINATION PERSONAL PROPERTY SHIPPING OFFICE

b. ADDRESS *(Street, Suite Number, City, State, ZIP Code)*

6. MEMBER OR EMPLOYEE INFORMATION

a. NAME *(Last, First, Middle Initial)*	b. RANK/GRADE	c. SSN	d. AGENCY

7. REQUEST ACTION BE TAKEN TO TRANSPORT OR STORE THE FOLLOWING:

a. HOUSEHOLD GOODS/UNACCOMPANIED BAGGAGE/ITEMS/NO. OF CONTAINERS *(Enter quantity estimate)*

(1) POUNDS	(2) POUNDS OF PROFESSIONAL BOOKS, PAPERS, AND EQUIPMENT (PBP&E) *(Enter "NONE" if not applicable)*	(3) EXPENSIVE AND VALUABLE ITEMS *(Number of cartons)*

b. MOBILE HOME INFORMATION *(Enter dimensions in feet and inches)*

(1) SERIAL NUMBER	(2) LENGTH	(3) WIDTH	(4) HEIGHT	(5) TYPE EXPANDO *(Describe)*

c. MOBILE HOME SERVICES REQUESTED *(X as applicable)*

☐ CONTENTS PACKED ☐ MOBILE HOME BLOCKED ☐ MOBILE HOME UNBLOCKED ☐ STORED AT ORIGIN ☐ STORED AT DESTINATION

8. THIS SHIPMENT/STORAGE IS REQUIRED INCIDENT TO THE FOLLOWING CHANGE OF STATION ORDERS:

a. TYPE ORDERS *(X one)* ☐ PERMANENT ☐ TEMPORARY	b. ISSUED BY	c. NEW DUTY ASSIGNMENT

d. DATE OF ORDERS *(YYYYMMDD)*	e. ORDERS NUMBER	f. PARAGRAPH NO.	g. IN TRANSIT TELEPHONE NO. *(Include Area Code)*

h. IN TRANSIT ADDRESS *(Street, Apartment Number, City, State, ZIP Code)*

9. PICKUP (ORIGIN) INFORMATION

a. ADDRESS *(Street, Apartment Number, City, County, State, ZIP Code) (If a mobile home park, include mobile home court name)*

b. TELEPHONE NUMBER *(Include Area Code)*

10. DESTINATION INFORMATION

a. ADDRESS *(Street, Apartment Number, City, County, State, ZIP Code) (If a mobile home park, include mobile home court name)*

b. AGENT DESIGNATED TO RECEIVE PROPERTY

11. EXTRA PICKUP/DELIVERY ADDRESS *(If applicable)*

12. SCHEDULED DATE FOR *(YYYYMMDD)*

a. PACK	b. PICKUP	c. DELIVERY

13. REMARKS

14. I CERTIFY THAT NO OTHER SHIPMENTS AND/OR NONTEMPORARY STORAGE HAVE BEEN MADE UNDER THESE ORDERS EXCEPT AS INDICATED BELOW *(If none, indicate "NONE.")*

a. FROM	b. TO	c. NET POUNDS *(Actual or estimated)*	d. POUNDS OF PBP&E *(Actual or estimated)*

15. CERTIFICATION OF SHIPMENT RESPONSIBILITIES/STORAGE CONDITIONS

I certify that I have read and understand my shipping responsibilities and storage conditions printed on the back side of this form.

a. SIGNATURE OF MEMBER/EMPLOYEE	b. DATE SIGNED	c. ADDRESS OF CONTRACTOR *(Street, Suite No., City, State, ZIP Code)*

d. NAME OF CONTRACTOR *(Origin DPM or non-temporary storage)*

16. CERTIFICATE IN LIEU OF SIGNATURE ON THIS FORM IS REQUIRED WHEN REGULATIONS SO AUTHORIZE. Property is baggage, household goods, mobile home, and/or professional books, papers and equipment authorized to be shipped at government expense.

a. REASON FOR NONAVAILABILITY OF SIGNATURE

b. CERTIFIED BY *(Signature)*

c. TITLE

Reset

PRIVACY ACT STATEMENT

AUTHORITY: 37 USC 406, 5 USC 5726; and E.O. 9397.

PRINCIPAL PURPOSE(S): Primarily used for evaluating requests submitted by Service members and eligible individuals for shipment and/or storage of personal property. Also used to prepare the Government bill of lading and other shipping documents (as applicable) to move the personal property. Used by the Finance Office for collection from the member in case goods to be shipped exceed Government entitlement limits.

ROUTINE USE(S): DD Form 1299 is provided to commercial carriers and shipping agents as the official shipping and storage order.

DISCLOSURE: Voluntary; however, failure to provide the requested information may delay shipping dates and impede storage arrangements.

CERTIFICATION OF SHIPMENT RESPONSIBILITIES

In consideration of said household goods or mobile homes being shipped at Government expense, I hereby agree that:

1. This shipment/storage lot consists of my property or the property awarded to my ex-spouse incident to a divorce which was acquired by me prior to the effective date of my orders.

2. If my orders are modified or cancelled and affect this shipment, I will immediately notify the shipping office at point of origin (or port, if any) and destination.

3. I will remit the proper amount or consent to the collection from my pay as may be necessary to cover all excess costs occasioned by this shipment.

4. I agree, prior to shipment and at my expense to place my mobile home in condition to withstand transportation.

5. I understand that transportation of my mobile home and shipment of baggage and household goods within the United States are provided in Chapter 10, JTR.

6. I understand the Government will not be responsible for goods remaining in storage after the expiration of the authorized period.

7. Professional books, papers and equipment are or were necessary in the performance of official duties.

CONDITION FOR STORAGE

In consideration of said household goods being stored at Government expense, I hereby agree as follows:

1. I will notify the transportation office responsible for storing my nontemporary storage account of any changes in my storage entitlement.

2. The Government is authorized to enter into any agreement and to do all acts and things which may be convenient or necessary to store the household goods. Storage of the household goods is furnished subject to such applicable laws and regulations as are now or may hereafter be in effect.

3. The Government may store the household goods in Government facilities or in commercial storage under a Government contract.

4. The Government may move or transfer by any appropriate means the household goods from their present location to Government or commercial storage facilities and from such facilities to an appropriate destination upon termination of storage.

5. When the household goods are stored in Government facilities and the authorized period for storage at Government expense expires, the Government may require me to remove the household goods from their place of storage. In the event, after 30 days notice, I fail to remove the household goods, or if, after diligent effort, notice to me cannot be effected, the Government may proceed as follows: (a) place and store the household goods in commercial storage at my expense, or (b) if a commercial warehouse will not accept the household goods for commercial storage at my expense, the Government is hereby authorized to take whatever action in accordance with law and regulation may be deemed appropriate to effect disposition of the household goods.

6. When the household goods are stored in commercial facilities and the authorized period of storage at Government expense expires, all storage and incidental charges accruing after the last day of the authorized period of storage shall be at my expense.

7. The Government shall not be liable for charges incident to storage or services in connection with the household goods (1) not authorized by law or regulation to be at Government expense, (2) in excess of weight limitations imposed by law or regulation, or (3) after the expiration of the period of which storage at Government expense is authorized.

8. Government contracts for the storage of household goods limit the liability of the warehouseperson to $50 per article or package as listed on the warehouse receipt. Applicants are advised to consider obtaining insurance on their household goods while such goods are in storage.