



## Relocation Checklist

- Visit the Relocation Assistance Program Office to learn about relocation options, entitlements, and assistance.
- If you live in government housing, arrange for a pre-inspection and obtain termination information.
- If possible, plan a “house hunting” trip to the community where you intend to move.
- Check with your “new” state’s Veterans’ Services to verify your eligibility for state veteran benefits.
- Once you know where you will live next, arrange for transportation counseling.
- Review the “It’s Your Move” pamphlet for more detailed information on shipping your household goods. [http://www.usapa.army.mil/pdf/files/p55\\_2.pdf](http://www.usapa.army.mil/pdf/files/p55_2.pdf)
- Contact your current and future utilities providers to ensure that your cable, electric, water, gas, garbage, sewer, and phone services are stopped or started as needed.
- Be sure to process your change of address as soon as you know your new address.
- Review and complete the “**Financial Checklist for a Military Move.**” It will provide detailed information on per diem, allowances, reimbursable expenses and cash advances associated with relocating.
- Finalize your travel arrangements.
- Review resources like “Plan My Move” and MilSpouse.org for additional relocation information and resources. <http://www.militaryhomefront.dod.mil/pls/htmldb/f?p=107:1>

*Note: This checklist is intended to be a quick reference for planning your relocation. It is for informational purposes only and is not a replacement for the DD 2648 or DD 2648-1. Additionally, you need to check your eligibility for any benefit with the appropriate agency.*