***MOVING LIST***

120 Days (Four months)

Pets need to be prepared for relocation at least 120 days prior to your arrival.  All pets entering Hawaii may be eligible for a 30-day, 5-day, or direct release from the airport if requirements are met.  Contact the Animal Quarantine Branch at (808) 483-7151 or visit their website at

[http://www.hawaii.gov/hdoa/ai/aqs/info](https://safe.menlosecurity.com/http:/www.hawaii.gov/hdoa/ai/aqs/info)

The Army MWR Boarding Kennel has limited spaces available. Call 808-368-3456 for further information.

Inventory and take photos of your possessions.  *Be advised that houses on- and off-base in Hawaii are relatively smaller in comparison to those found on the mainland.*

Plan on storing your big appliances (i.e. refrigerators, washers and dryers) while in Hawaii.  Verify this information well in advance of your move with the Housing Office. Appliances will be provided by the Furnishing Management Office (808-448-0300).

Secure on-base billeting as soon as possible by calling 808-473-1203.  After Hours: 808-590-7319. If billeting is unavailable, secure a non-availability letter prior to making a hotel reservation.

Start researching your new community by visiting the “Worldwide Military Installations Base Directory” in the Military One Source website at [https://installations.militaryonesource.mil/](https://safe.menlosecurity.com/https:/installations.militaryonesource.mil/)

[www.militaryonesource.com](https://safe.menlosecurity.com/http:/www.militaryonesource.com/)

Start researching Hawaii schools. There are five main feeder schools servicing our Hickam Military Housing children.  Two elementary schools (*Mokulele and Hickam*) are located on Hickam and one (Nimitz) is adjacent to base housing just outside the gate.  *Aliamanu Middle* and *Radford High Schools* are located about ten minutes from the installation.  Contact the School Liaison Office at 808-471-4980 or 808-306-9247, [jbphhslo@navy.mil](mailto:jbphhslo@navy.mil) for all school info and/or questions.

Hawaii Public Schools:

[http://www.hawaiipublicschools.org/Pages/home.aspx](https://safe.menlosecurity.com/http:/www.hawaiipublicschools.org/Pages/home.aspx)

School Status and Improvement Reports:

[http://arch.k12.hi.us](https://safe.menlosecurity.com/http:/arch.k12.hi.us/)

Hawaii Association of Independent Schools:

[http://www.hais.org](https://safe.menlosecurity.com/http:/www.hais.org/)

Request a sponsor through your “gaining” orderly room.

60 Days (Two months)

Available for Air Force Personnel: Visit your Air Force Aid Society (AFAS) to obtain a Childcare for PCS certificate.  This certificate provides you with 20 hours of free childcare per child with a licensed family child care provider.

Consult with your legal office to obtain necessary powers of attorney.

If you have not received a sponsor packet nor been contacted by your sponsor, contact your “gaining” orderly room, check “Major Unit Listings” for your command’s number available in the Worldwide Military Installations Base Directory, or contact Military Family Support Center/Military and Family Readiness Center.

Upon receipt of orders, go to [www.militarychildcare.com](https://safe.menlosecurity.com/http:/www.militarychildcare.com/) to get on the Family Child Care waitlist.

For single airmen (E-1 to E-3), contact your “gaining” orderly room to obtain dormitory information.  If you are unable to contact your orderly room, contact the Unaccompanied Dorm Manager at 808-473-1203.  After Hours: 808-590-7319.

If you are planning on living off-base, begin your research by visiting the Housing Services Office website at  [https://www.homes.mil/](https://safe.menlosecurity.com/https:/www.homes.mil/" \t "_blank), [http://www.hicentral.com](https://safe.menlosecurity.com/http:/www.hicentral.com/), , and   [https://www.ahrn.com/](https://safe.menlosecurity.com/https:/www.ahrn.com/) (this website is no longer a DoD Funded Program)

Obtain change of address cards from the United States Postal Service or visit their website at

[http://www.usps.com/](https://safe.menlosecurity.com/http:/www.usps.com/)

45 days

Check out the Air Force housing information at the Hickam Communities website at [http://www.hickamcommunities.com](https://safe.menlosecurity.com/http:/www.hickamcommunities.com/), 808-312-0199 or 808-590-1402; or Navy housing information at the Navy Housing Service Center website at [www.ohananavycommunities.com](http://www.ohananavycommunities.com), 808-474-1820/1821 for early application online, referrals, floor plans, and wait list information.

Housing at Hickam is privatized and managed by Actus Land Lease.  For more information and assistance, call 808-423-7780/3080/2300. Housing in the Navy community is privatized and managed by Hunt Companies. For more information and assistance, call 808-784-7800.

30 days (One month)

If you plan on sending your vehicle to Hawaii, ensure that all required maintenance has been completed.

Access

[https://www.pcsmypov.com](https://safe.menlosecurity.com/https:/www.pcsmypov.com/)

to track the shipment of your vehicle

Minimum car rental age is 21.  Contact your sponsor regarding transportation options.

Contact your insurance company concerning vehicles, home and household goods.  Check with your current insurance company on coverage in Hawaii. Hawaii is a No Fault and Safety Inspection State.

Arrange to pick up your child’s school records or obtain the proper procedures for sending records to their new school.  Hawaii State Law requires all students to meet certain examination and immunization requirements.  You must present a completed health record form to the school.  A copy of this form can be found at

[http://hawaiipublicschools.org/forms/form14\_StudentHealthRecord.pdf](https://safe.menlosecurity.com/http:/hawaiipublicschools.org/forms/form14_StudentHealthRecord.pdf)

.

If you are bringing a pet and plan on kenneling them while awaiting housing, check out the MWR Kennel

Program website at

<https://hawaii.armymwr.com/programs/family-and-mwr-pet-kennels>

When you are ready to begin forwarding your mail to Hickam:

Contact NAVSUP Regional Mail Center at

[flcph\_mailcenter@navy.mil](mailto:flcph_mailcenter@navy.mil)

 for a temporary mailing address

For further General Mailing Information contact 808-473-7919/7912

Please do not send boxes more than 30 days prior to your reporting date, unless you are coming from an

overseas location or have a lengthy military school en-route

For employment opportunities, visit the Hirenet Hawaii website at

[http://www.hirenethawaii.com](https://safe.menlosecurity.com/http:/www.hirenethawaii.com/).  This

is the State of Hawaii Department of Labor Industrial Relations on-line employment website.

Two Weeks Before Your Move

Go to [www.militarychildcare.com](https://safe.menlosecurity.com/http:/www.militarychildcare.com/) to check your status on the Family Child Care waitlist.

One Week Before Your Move (Updated: March 2019)

Finalize your reservations (billeting/hotel, airline, rental car). Contact your sponsor and gaining unit for final arrangements related to your arrival.  The USO is located at the Daniel K. Inouye International Airport at Terminal 1 between baggage claims 19 and 20.  They can

be reached at: (808) 836-3351.

Upon Arrival

Schedule an appointment (within 72 hours of arrival) with a Housing counselor (Air Force: 808-312-0199 or 808-590-1402) (Navy: 808-474-1820/1821) to initiate your TLA.

Schedule mandatory appointments through your orderly room/personnel office.

Visit the Military and Family Support Center Loan Closet on Hickam Field for dish kits, kitchen

appliances, and other household goods.  Loan Closet hours of operation are Monday, Wednesday, and Friday from 0800 to 1530; Closed from 1100 to 1200. Appointments are required for pick up. Drop offs can be returned between 0800 to 1100 during hours of operation. All you need is a copy of your PCS orders and military ID card.

If your spouse is interested in attending college, call the Force Development Flight, Hickam Education Center at 808-448-8074 regarding the Spouse Tuition Assistance Program for Air Force Personnel.

Air Force Personnel: Visit the Air Force Aid Society (AFAS) to obtain a Childcare for PCS certificate.  This certificate provides you with 20 hours of free childcare per child with a licensed

family child care provider.

Navy: There is no program available for Navy Personnel.

2023