

# PRE-DEPARTURE CHECKLIST INFORMATION

WHEN YOU RECEIVE YOUR ORDERS TO TRANSFER OVERSEAS, THERE ARE SOME INITIAL PREPARATIONS YOU MAY WISH TO UNDERTAKE IN ADVANCE OF YOUR DEPARTURE. THESE CHECKLISTS SHOULD HELP YOU ORGANIZE YOURSELF AND YOUR FAMILY FOR DEPARTURE.

## MEDICAL/HEALTH

- ❑ Schedule all necessary appointments with your present medical and dental offices. You and your family must be medically screened and cleared before going to your overseas assignment.
- ❑ Arrange for duplicates of eyeglass prescriptions.
- ❑ If you have school age children ensure you have a current shot record to present to the new school for registration process. Please hand carry this with you!
- ❑ Check with the Medical Officer to ensure that your Health Record is up-to-date.
- ❑ Individuals who wear contact lenses should bring extra lenses and a copy of their prescription.
- ❑ Complete Sport Physicals for dependent(s) if planning to participate in school athletics upon transfer

## PASSPORTS

- ❑ If you have family members who will be coming to Italy, they will need passports for entry into the country. Applications for "No Fee" passports should be made as soon as possible using DD form 1056. Check with your local Personnel Officer for full details.

## VISA

- ❑ **Visas are required for all family members accompanying the active duty member and needs to be obtained prior to coming to Italy.** Reasons for VISA should state for Family Reasons. Civilians require a VISA stating for Work reasons. Entry into Italy will not be permitted without the required VISA!!!
- ❑ If you are divorced, and you have custody of minor children, the noncustodial parent must provide authorization for the children to go to Italy prior to being issued a visa.

## IMPORTANT PAPERS AND RECORDS

- ❑ Consider drawing up a Power of Attorney to be left with your lawyer, relative, or a responsible friend so that you have someone who can act legally in your behalf while you are abroad.
- ❑ Discretion is advised, since a Power of Attorney can authorize another to act in your behalf, even when you do not desire it.
- ❑ Advise each adult member of the family to execute an up-to-date will.

## SAFEKEEPING

- ❑ Do not keep your will with you. Put it in a safe place where it will not be lost or damaged, it is suggested you retain a copy and give a copy to the Executor named in your will.
- ❑ Rent a safe deposit box for important records.
- ❑ Obtain an official certified copy of marriage license, divorce decree, birth certificate, adoption papers or any other papers needed to show official status.
- ❑ Renew U.S. drivers license for length of tour for all drivers 18 years and older.

## SCHOOLS

- ❑ Notify your children's schools of impending travel plans in the event special examinations must be scheduled to allow completion of term work. Request sufficient grade reports, test results, teacher evaluations, etc., to facilitate grade placement at your new command.

### School Information

#### Elementary School

- ❑ Registration can be started online but must be completed at the school
- ❑ <http://www.napl-es.eu.dodea.edu/registration.htm>
- ❑ Grades: Sure Start – 6th
- ❑ To call from US: 314-629-4037 (DSN) ; 011-39-081-811-4037 (Com.)

#### High School

- ❑ Registration can be started online but must be completed at the school
- ❑ <http://www.napl-hs.eu.dodea.edu/registration.htm>
- ❑ Grades: 7th – 12th
- ❑ To call from US: 314-629-4061 (DSN) ; 011-39-081-811-4061 (Com.)

#### School Liaison Officer – SLO

- ❑ Mrs. Pam O'Connor – [NaplesSLO@eu.navy.mil](mailto:NaplesSLO@eu.navy.mil)
- ❑ To call from US: 314-629-6549 (DSN); 011-39-081-811-6549 (Com.)
- ❑ For school age children, the SLO should be the first contact for parents. She can explain registration, transferring credits and services, address all other questions, and liaise between the family and the schools.
- ❑ Information about on base DoDEA schools & enrollment
- ❑ Information about local national school and preschool options
- ❑ Support on EFMP needs and Non DoD School Program (Gaeta)
- ❑ Youth sponsorship for students 7th grade and above:
- ❑ Online chats with peers prior to arrival
- ❑ Welcome packets and emails from peers
- ❑ School tours and in-school mentoring by peers
- ❑ Summer Area Orientation for teens

### **Child and Youth Programs (CYP)**

- ❑ The website below gives links to all Child and Youth Programs listed below:  
[http://cnic.navy.mil/regions/cnreurafswa/installations/nsa\\_naples/ffr/support\\_services/families/child\\_and\\_youth\\_programs.html](http://cnic.navy.mil/regions/cnreurafswa/installations/nsa_naples/ffr/support_services/families/child_and_youth_programs.html)
- ❑ CYP Director: Christopher Kasparek – 629-4989

### **PETS**

- ❑ Current pet policy allows dogs on the Support Site. If you accept government housing on the Support Site, you may have 2 cats or 2 dogs, each must be less than 70 pounds.
- ❑ **Keep the abovementioned pet policy in mind when making your TLA arrangements. Navy Lodge is on the Support Site, and no pets (dogs or cats) are allowed in this facility. If you are arriving with pets you need to coordinate with your sponsor to arrange boarding your pets at a kennel.** This needs to be arranged well in advance, certainly prior to your arrival. Expect the per pet cost/per night to be as high as \$15/night per pet. In addition, there are no kennels on base or nearby. Kennels will be out in town and may not meet your American expectations.
- ❑ If shipping a dog or cat, you should have a USDA United States Interstate and International Certificate of Health Examination for Small Animals (APHIS FORM 7001) and International

Health Certificate (DD Form 2209) for pets shipped into Italy. Your pet's health record must indicate your pet was vaccinated for rabies not more than 12 months and at least 30 days prior to departure for Italy.

- ❑ Your pet's veterinarian should be able to help you with these matters. It is advisable to contact your passenger transportation office well in advance for information regarding shipping regulations and requirements. Veterinary care from the Military Veterinarian may be limited due to other duties. Private animal care may not be available in the same fashion you are accustomed to stateside, however competent Italian Veterinarians are available. If you have an old dog or cat with several medical problems, evaluate your need to have the pet with you on this tour.

### **BANKING**

- ❑ You may want to arrange to have all or part of your paycheck deposited directly in a U.S. bank or the Navy Federal Credit Union. This can be done through the Disbursing Officer at your current command. Presently the Navy Federal Credit Union is the only American banking facility in Naples. The NFCU has three ATM machines: 1 at Capodichino and 2 at the Support Site. Bank of America has plans to open up a branch at Capodichino when final negotiations with the host country are completed.

### **SHOPPING**

- ❑ Notify all stores of charge accounts you wish to terminate.
- ❑ Check with your sponsor for any essential items that are unavailable, or prohibitively expensive at your new command.

### **CHANGE OF ADDRESS**

- ❑ Obtain change of address kits from the Post Office.
- ❑ Send change of address notifications to your local Post Office, Federal and State Income Tax Bureaus, County Treasurer, Department of Motor Vehicles, magazine subscriptions, insurance companies, investment firms, credit card companies, companies in which you own stock, etc.

### **AUTOMOBILE LICENSE:** TO DRIVE IN ITALY, YOU MUST HAVE A VALID U.S. DRIVERS LICENSE.

- ❑ Valid drivers license doesn't necessarily mean a license that is not expired. Certain states driver's licenses are still valid after expiration for Military personnel. Check with your states DMV. Don't know whom to call? Go to the national DMV web site and get the number for your states DMV at <http://www.dmv.org>.
- ❑ Purchase selected spare parts. You are going to a duty station with minimal service facilities (e.g., fan belt, windshield wipers, various hoses).

### **AUTOMOBILE INSURANCE:**

- ❑ Automobile insurance is probably much higher in Naples Italy than the location you are transferring from. Please check the rates when considering what POV to ship.
- ❑ If retaining your U.S. auto insurance, check to see that it covers the country of destination. **Some insurance companies will give reduced rates if you produce a letter from your U.S. company showing a no-accident record.**
- ❑ Currently the two American insurance companies on base are GEICO and USAA.

### **HOUSEHOLD EFFECTS/BAGGAGE**

**A HOUSEHOLD GOODS HELP-LINE IS AVAILABLE TO HELP YOU. ACCESS TO THE TOLL FREE HELP-LINE IS AVAILABLE IN THE UNITED STATES, GUAM, PUERTO RICO, AND TUNISIA BY CALLING 1-800-444-7789. WORLDWIDE CALLERS MAY REACH THE HELP-LINE BY CALLING**

**(717) 790-2448 OR DSN 430-2448. Email inquiries can be forwarded to :  
nvtrnshhghelp@navy.mil**

- ❑ Stove, washers, dryers, refrigerators and even a microwave oven will be made available to you. Do not ship yours!
- ❑ Make an appointment with the nearest Personal Property Transportation Office and set up plans for your pack-out.
- ❑ Obtain a written appraisal for valuable items such as antiques, jewelry, furs, and paintings.
- ❑ To obtain an appraisal, check with a professional dealer. It is advisable to store antiques and high value items vice shipping them to Italy. There is a maximum of \$40,000 Loss/Damage insurance on overseas shipments. Additionally, the Naples area suffers from a high percentage of break-ins.
- ❑ Prepare a general inventory by room of all household and personal possessions (pictures, silver, china, glassware, linens, clothing, books, sports and hobby equipment, musical instruments and cameras, as well as furniture, lamps, rugs, curtains, etc.). Consider taking digital pictures and/or cataloging your inventory. Put your files on a thumb drive and have this with you, separate from the shipment that contains the items you inventoried.
- ❑ Remember that the accompanying air baggage (the baggage you will take on the airplane with you) may contain the only possessions you will have for several weeks.
- ❑ Please check with your local military passenger/SATO travel representative for information concerning domestic flights.
- ❑ Whenever a commercial contractor or carrier picks up a shipment, be sure to get a legible copy of the inventory.
- ❑ Disconnect your freezer and refrigerator before the movers arrive to pack your possessions for shipment or storage. This will allow the appliances time to defrost.
- ❑ Be certain that every container has the general contents identified on the outside of the container and has the moving company's inventory tag or tape on it, and that each item is listed on the inventory.
- ❑ Check to see that the condition of your possessions is correctly reflected on that inventory. The exact location of existing scratches, worn or marred places should be clearly indicated.
- ❑ Watch the packers very carefully to see that they understand exactly which items you want shipped and which are to be stored. You can indicate this by putting different colored stickers on each item.
- ❑ You may wish to keep a record of the contents of each carton, as this will make it easier to locate specific items upon their arrival at your duty station. Just remember that moving day will be fast paced.
- ❑ Be sure everything is protected against slipping, concussion and friction. The heaviest items should be at the bottom of the van.

### **SHIPPING YOUR CARS**

- ❑ You are entitled to shipment of one privately owned vehicle (POV), at government expense from CONUS-overseas-CONUS. Return shipment is only authorized if a POV was originally shipped. This may be a replacement of the original vehicle; however, if the replacement is European, you must own it or one year prior to shipping. (Be sure it has American specs)
- ❑ OPLIFT 4050-7C may entitle you to ship other vehicles. See your Personal Property Office.
- ❑ Ask your Personal Property Transportation Office about the ports convenient to you which have service to your new duty station.
- ❑ Take copies of your orders and vehicle registration when applying for shipment of your vehicle.
- ❑ Ensure that designated agent (spouse, friend) has a Power of Attorney or a letter of authority from you if they will be applying for shipment for you or will be delivering your vehicle to the port for shipment.

### **VEHICLE PREPARATION AT ORIGIN**

- ❑ Ensure the motor and exhaust system is in good operating condition.
- ❑ Ensure the windshield wipers, lights and horn are operative.
- ❑ Ensure the brakes (floor and hand) are adequate and in good operating condition.
- ❑ Ensure glass (headlights, taillights, windshield and windows) is unbroken and free from cracks.
- ❑ Ensure the body and fenders are free from breaks and tears.
- ❑ Ensure the battery is fully charged.
- ❑ Ensure the cooling system is free of any foreign matter which might harbor insects.
- ❑ Ensure a complete set of keys is available to turn in with the vehicle.
- ❑ Remove all miscellaneous items and ship with household goods to avoid loss or theft.
- ❑ Notify the Central Motor Vehicle Registration Office (CMVRO) at DSN 629-6876 upon your arrival and provide them with a contact address or phone number.

### **NOTIFY YOUR SPONSOR**

- ❑ Inform your sponsor of your travel arrangements (departure from U.S., route stops, arrival date and time, carrier, and number of family members accompanying you).
- ❑ Strongly recommend you obtain or maintain a transient email address (ie. Hotmail, Yahoo,etc. ) during your move and transition overseas. Provide this email address to your loved ones and your sponsor.

### **RELATIVES**

- ❑ Provide your relatives with the nearest local Red Cross telephone number, your pay grade, SSN and military address, so that you can be notified in the event of a sudden serious illness or death in the family.

**SUGGESTED LIST OF ITEMS TO BE LEFT IN A SECURE PLACE.** BEAR IN MIND THAT CERTAIN DOCUMENTS, (BIRTH CERTIFICATES, NATURALIZATION PAPERS, ETC.) ARE SOMETIMES NEEDED FOR THE ISSUANCE OF PASSPORTS, OR FOR OTHER OFFICIAL REASONS. MAKE SURE YOU HAVE CERTIFIED COPIES OF THOSE YOU MAY NEED, AND THAT ORIGINALS ARE RETRIEVABLE IF NECESSARY.

- ❑ Birth certificate for each family member.
- ❑ Proof of marriage, or proof of termination of any previous marriage.
- ❑ Proof of citizenship, if a naturalized citizen.
- ❑ List of all bank and savings accounts.
- ❑ Real estate records, deeds, mortgage papers, title abstract, title insurance policy on house, survey of property tax receipts, leases, building cost figures, receipts or any improvements.
- ❑ Insurance policy on household effects and vehicles.

- ❑ Social Security card for each family member, where applicable.
- ❑ List of instructions for survivors (Will).
- ❑ Medical history of each family member if necessary for insurance purposes.
- ❑ Income-tax papers and significant tax returns (statute of limitations is 3-6 years).
- ❑ Life, medical, disability, group insurance policies, and amount and beneficiary of each policy.
- ❑ Stocks, bonds, and other securities, date of purchase and cost, who purchased them and in whose name they are registered, if pledged as security for a loan, and serial numbers.
- ❑ Proof of membership in any professional, fraternal organization, or union that entitles estate to any benefits.
- ❑ List of all assets and liabilities, including all debts owed to you, personal valuables, etc., with data on any insurance coverage (policy numbers, location of policies and other pertinent information).

### **IMPORTANT PAPERS AND ITEMS**

NEVER PUT THESE DOCUMENTS IN BAGGAGE THAT IS CHECKED. KEEP THEM IN YOUR POSSESSION AT ALL TIMES.

- ❑ Passport and International Immunization Record for each family member (shot records!).
- ❑ Copies of most recent Leave and Earning Statement.
- ❑ If possible, the Official Personnel Folder.
- ❑ Driver's licenses.
- ❑ School records.
- ❑ Certified/Official copies of any important documents left behind. Medical and dental records for each family member.
- ❑ Power of Attorney.
- ❑ Credit cards (internationally recognized ones are often helpful at your command).
- ❑ Inventories of accompanied baggage, unaccompanied baggage, surface shipment and stored possessions.
- ❑ Travel orders.
- ❑ Car papers, including original vehicle registration and an extra set of car keys.

### **HOUSING**

#### **Government Quarters**

Government Quarters for accompanied personnel are two, three and four bedroom apartments on the Support Site and townhouses out in town called Parcos. Applications for housing (DD Form 1746), with a copy of orders, should be submitted prior to leaving your current duty station. The address is: Housing Office, Naval Support Activity, PSC 810 BOX 7, FPO AE 09619-0007 or fax it to: DSN 629-4472/4469 Commercial 011-39-081-811-4472/4469. The current Pet Policy allows for up to two pets per family at a limited number of Government leased Parcos. **Currently no dogs are allowed at the Support Site base housing.** Pets are allowed in most private housing areas. Please visit the housing web site @ <http://www.nsa.naples.navy.mil/housing/welcome/welcome.htm> for updated housing policies.

#### **Private Housing**

There are many lovely villas and apartments located in the Naples area. They are constructed mainly from limestone blocks and concrete, and are decorated with tiles and marble. An unfurnished home is just that - no closets, no kitchen cabinets, medicine cabinets, toilet seats, or appliances. Most villas and apartments are unfurnished, but there are a few partially finished ones

available. Rents generally run from \$800.00 to \$2000.00 per month depending on size and location. Utilities from \$300.00 to \$600.00 (and more) per month dependent on usage. Expect to pay one month's rent in advance, plus one month's rent as a security deposit when you move in. **A microwave oven, refrigerator, stove, washer, dryer, two transformers, one wardrobe per person, and a kitchen hutch will be available for your use.** Furniture, wardrobes, and other household items are usually available from departing personnel, and can be found advertised in the base newspaper. You may want to bring extra chests or trunks. Please visit the housing web site @ <http://www.nsa.naples.navy.mil/housing/welcome/welcome.htm>

### **Housing Assistance:**

Many newly arriving personnel live "on the economy" and enjoy it. House-hunting assistance is available to you through the NSA Naples Housing Welcome Center. The Housing Office will also assist with contract signing and legal aspects in renting a home. Housing Office employees have many years of experience in helping people get settled into housing, they are aware of your needs and concerns.

### **Allowances:**

All service members in Naples who reside in private housing receive an Overseas Housing Allowance (OHA) and a utilities allowance. The OHA amount varies with your rank and both OHA and the utilities allowance varies based on the strength of the dollar. (In addition, Move in Housing Allowance (MIHA) is a one-time payment to offset the costs associated with "economy" housing. Cost of Living Allowance (COLA) is provided to all personnel and also fluctuates with the exchange rate.

### **Electricity:**

- ❑ Power here is 220 volts and 50 cycles, unlike the 110 volts and 60 cycles found in the U.S. Government housing on base is wired for 110 and 220 volts.
- ❑ Transformers to convert power from 220 to 110 volts are available through the Navy Exchange.
- ❑ Surge protectors are strongly recommended due to frequent power fluctuation.
- ❑ If you are anticipating purchasing electronic equipment, highly recommend dual voltage (110/220).

### **Government Furniture**

Once you do find a house, the Navy has loaner furniture that may be used until your personal Household goods arrive. Loaner furniture is available for 90 days or until the arrival of your household goods. It is recommended that you include silverware, dishes, sheets, towels, cooking utensils, pillows, baby items and so forth in your express shipment. These items should be shipped in time to arrive shortly after your arrival. With these items and the loaner furniture, you can set up an adequate home until your own household goods arrive.

### **Loaner Locker Programs**

This is one of the many services provided by the Fleet & Family Support Center. Military members and DoD employees may check out a variety of household items (basic linen, kitchen items and pots and pans) for an initial period of 45 days. The intent of this program is to assist incoming personnel who are awaiting household goods shipments.

### **Security**

Everyone who lives in the Naples area contends with the problem of burglary. Italians and Americans both experience a high rate of theft. It is highly recommended that you place your

valuable or irreplaceable items in temporary storage or a safe deposit box in the U.S. **Rental insurance is strongly encouraged.**

### **OVERSEAS INFORMATION (Military)**

#### **Commercial Transportation**

Nearly all travel to Naples is done on Airlift Mobility Command (AMC) CAT B chartered flights. If your travel is arranged using a commercial airline (Pan Am, TWA, etc.), the initial phase of your travel may terminate in Rome. Be sure that your onward travel to Naples is confirmed. There is no military liaison or information counter in the Rome airport and the domestic terminal and international terminal are quite far apart.

#### **Italian Money**

It is recommended that you bring approximately 200 Euro (approx. \$250 worth) with you to pay for transportation or any unusual circumstances.

#### **Arrival**

This is perhaps the most confusing and tiring time of your stay in Italy. Fear not, your sponsor should meet you at Naples Airport or Rome Airport and take you and your family (and your baggage) to the Navy Lodge. If you find yourself stranded at the Airport call the NSA Quarterdeck at 081-568-5547. **PLEASE COORDINATE WITH YOUR SPONSOR FOR TRANSPORTATION FROM THE AIRPORT TO YOUR TEMPORARY LODGING.**

#### **Temporary Lodging Allowance**

- ❑ TLA is provided to service members and their families for the initial period of arrival in Naples. The entitlement to TLA is based on the member actively seeking local housing and is paid in 10-day increments for a maximum of 60 days. Basically, TLA repays you for the costs of your hotel and meals until you can find a home. **(Average fee \$150-\$200 daily)**
- ❑ The only authorized TLA facility is the Navy Lodge, located at the Village Forum on the Support Site in Gricignano. Military are expected to stay at the Navy Lodge, and exceptions are rare, and require advance written authorization.
- ❑ The Navy Lodge is approximately 15 miles from the Naples airport and no regularly scheduled public transportation is available, though taxis are plentiful. **Please confirm your arrival plans with your sponsor!**

#### **Area Orientation**

A five-day briefing designed to expedite you and your family's check-in procedure into the Naples area.

#### **Inter-Cultural Relations (ICR)**

- ❑ ICR is a one-day course held by the Fleet & Family Support Center to help newly arriving personnel have an enjoyable tour in Italy. The course includes Italian customs and language, two field trips to familiarize newcomers with the transportation system and practice of a few basic phrases.
- ❑ ICR is mandatory for military members assigned to Naples and strongly recommended for civilian personnel and family members over the age of twelve.

#### **Privately owned vehicles :**

- ❑ Driving while in the greater Naples area is much different than the driving style you are used to in the States. In addition, most vehicles available here are not equipped with automatic

transmission. This includes rental and government vehicles. Consequently, we strongly recommend all drivers know how to drive a standard transmission prior to moving overseas.

- ❑ You will find it very difficult to live in Naples without your own vehicle and the ability to drive. Italian public transportation system is not the same as you are accustomed to in America; schedule frequency and routing is inconsistent and often undependable.
- ❑ Currently there is a military provided park & ride/shuttle bus system available from the two main military bases. This is designed to transport military members from government housing to work.
- ❑ Most Americans who have lived in Naples find it easier to drive a smaller vehicle in and around the Naples area. If you desire to bring a larger vehicle, be aware of the higher cost of full coverage automobile insurance and/or the increased chance of the car being dinged or scratched. Most streets in downtown Naples are narrow, and large cars can be hard to park.
- ❑ If you desire to bring your larger vehicle, it is recommended you consider purchasing a smaller second vehicle here locally to assist you with adapting to the local driving culture and surroundings.
- ❑ Although tax free automobile fuel is available, the intent of this program is to cover home to work costs only. If your family lifestyle requires two vehicles you will need to use your fuel economically. Keep in mind that used cars are available and can be purchased from personnel departing the area, as well as other sources.

#### **Drivers License:**

- ❑ You must be 18 or older to drive in the country of Italy. You will also need an Italian translation of your current license. This can be taken care of at Area Orientation.
- ❑ If you ship a motorcycle in your household shipment you must register it upon arrival regardless if you drive it or not. Attendance at the motorcycle safety course is mandatory for all military members who drive motorcycles. Civilian personnel and family members are also required to attend this course if they wish to drive a motorcycle on base.
- ❑ **If you intend to drive a motorcycle in Italy you must have a motorcycle endorsement on your drivers license. This endorsement cannot be obtained through the military motor vehicle registration office.**

#### **Automobile registration and Gas purchase:**

If you ship a car from the U.S. or buy a tax-free car in Naples, you will qualify for AFI license plates. White AFI plates qualify you to purchase gasoline coupons at a non-taxed price (currently about \$2.80 per gallon). Black AFI plates are issued for second vehicles and do not qualify for tax-free gasoline. These vehicles are also subject to payment of road taxes based on their horsepower.

#### **Automobile Insurance:**

Insurance is available locally and normally runs as low as \$400.00 annually for liability to over \$3,000.00 a year for full coverage, depending on the horsepower of the car, your age, and marital status. It is recommended that you leave your stateside insurance in effect for any car shipped from the states. Your insurance company can advise you on this matter.

#### **Other Automobile Concerns:**

Repair parts for American specification cars are hard to come by locally though they can be found online. The Navy Exchange handles some common parts, but by and large, you will have to use the Postal Service to obtain most repair parts. Both unleaded and diesel fuel is available.

### **MISCELLANEOUS ITEMS OF INTEREST**

#### **Rationed Items:**

Cigarettes and liquor are rationed only on the military bases.

**Firearms: Importation and registration of firearms into Italy is prohibited.**

**Schools:**

A Department of Defense (DoD) Junior/Senior High School, and also an Elementary School are located at the Support Site. A private English speaking Montessori school for grades K-8 is also available on the JFC Naples in Agnano.

**Family Member Employment:**

Employment opportunities in the Naples area are very limited. Family members should not expect to find immediate employment upon arrival.

**Child Care:**

**The availability of child care in the American community is limited in the Naples area.**

Frequently demand for child care exceeds available spots. If you require child care, even only for a few days, while you are getting settled in, you must make arrangements well in advance with the assistance of your sponsor. Drop in child care is not something you can count on. Even for Area Orientation you must make arrangements and reservations in advance.

**CDC (Child Development Center)**

☒ To call from US: 314-629-4989 (DSN); 011-39-081-811-4989 (Com.)

☒ Ages: 6 weeks – 5 years

☒ Located at Support Site and Capo

☒ **IMPORTANT:** If childcare may be needed, work with incoming sailor to be put on the waitlist at the CDC. Space is limited. This applies to both AO and permanent childcare needs. Provide CDC with newcomer contact info, they can assist from there.

☒ Free child care is available during the hours of Area Orientation classes. Please call the CDC for availability due to the limited spaces available and the first come first served policy. Shot records, birth certificate/passport, and information packet available at the CDC must be completed and turned in prior to care.

☒ If CDC childcare is not available for week of AO, assist with coordinating for private care or suggest that parents take turns attending portions of AO.

☒ See above website for CYP.

**SAC (School Age Care)**

☒ To call from US: 314-629-4722 (DSN); 011-39-081-811-4722 (Com)

☒ Ages: 1st grade – 12 years. Located at Support Site

☒ Before and/or after school care

☒ Organizes summer adventure camps, sports teams, and youth clubs

☒ **IMPORTANT:** If SAC childcare may be needed, work with incoming sailor to be put on the waitlist at SAC. Space is limited. This applies to both AO and permanent childcare needs.

☒ Free child care is available during the hours of Area Orientation classes. Please call the SAC for availability due to the limited spaces available and the first come first served policy. Contact SAC for information necessary for registration.

☒ See above website for CYP

**Teen Center**

☒ To call from US: 314-629-4395 (DSN); 011-39-081-811-4395 (Com.)

☒ Ages: 12-17 years. Located at Support Site

☒ Affiliated with Boys & Girls Club of America

- ☐ Big screen TVs, video games, sound room recording studio, gymnasium, and pool tables all available here.
- ☐ Organizes trips and workshops
- ☐ Coordinates summer teen employment program
- ☐ See above website for CYP

Would you like more information? Please email us at: [ffsc\\_naples@nsa.naples.navy.mil](mailto:ffsc_naples@nsa.naples.navy.mil)

Fleet and Family Support Center  
PSC 808 BOX 53  
FPO AE 09618-0053