

New Check-in Information Sheet

-Please complete front and back-

Rank _____ Name _____ Full SSN _____

Unaccompanied (x) _____ Accompanied (x) _____

Command _____ UIC _____

Phone # (cell or command/sponsor if you do not have one yet) _____

Email address (personal if possible) _____

Date you arrived on island _____ Date family arrived on island _____

***List all dependent(s)/family member(s)** accompanying on island tour:

Relation _____ Name _____

*Currently residing at: **BEQ/BOQ**(circle one), BLDG # _____ Rm # _____ which base? _____

Hotel name _____ if on base, which one? _____

***Service members' Group Life Insurance** designation information (this must be updated when you transfer/arrive), this must equal up to 100%: **Secondary will receive SGLI if Primary is unable to do so*

Primary/Secondary (circle one)

Name _____

Relationship _____

Address _____

Percentage amount _____

Lump Sum/36 Equal payments (circle one)

Primary/Secondary (circle one)

Name _____

Relationship _____

Address _____

Percentage amount _____

Lump Sum/36 Equal payments (circle one)

Primary/Secondary (circle one)

Name _____

Relationship _____

Address _____

Percentage amount _____

Lump Sum/36 Equal payments (circle one)

Primary/Secondary (circle one)

Name _____

Relationship _____

Address _____

Percentage amount _____

Lump Sum/36 Equal payments (circle one)

Continue to the back->

Brother/Sister?

Your dependents/parents are already listed on your 1070/602(PG2), for travel to burial purposes, we would like to list your brother(s)/sister(s) in the remarks section. If you have brother(s)/sister(s), please list the information in the section below. If you are an only child, please leave this section blank. **If you wish to decline or would like to add this info at a later date please initial here->** _____

Name _____
Relationship _____
Address _____

Phone # _____

Name _____
Relationship _____
Address _____

Phone # _____

Name _____
Relationship _____
Address _____

Phone # _____

Name _____
Relationship _____
Address _____

Phone # _____

*****Please be prepared to provide the PS Clerk with the following documents to begin the check-in process while you are in the briefing:**

- Endorsed Orders (gaining command)
- Itinerary (dependent itinerary if app)
- DEA/FEA (if app)