



# Navy Moving Overseas Webinar

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*Presented by:*  
NAVSUP HQ HHG



September 2021

**READY. RESOURCEFUL. RESPONSIVE.**

- Please Mute Your Devices
- In the chat pod, please provide
  - Your name
  - Email address
  - Active Duty or Spouse
  - Where are you moving to
- If you are joining us via phone, please use the mute button. If placed on hold music is heard and the presentation will need to end.
- **Questions?**
  - If at any time you have a question please enter it in the chat pod which will be monitored by my teammate.

- Planning the move
- Weight Allowance
- Types of Shipments
- Types of Storage
- What can/cannot be shipped
- Professional Books, Papers and Equipment (PBP&E aka pro gear)
- POV Shipment or Storage
- Defense Personal Property System (DPS)
- Member and Transportation Service Provider (TSP aka moving company) responsibilities
- Country Information
- Customer Satisfaction Survey (CSS)
- Resources



For assistance: [householdgoods@navy.mil](mailto:householdgoods@navy.mil)/855-HHG-MOVE (855-444-6683)

- Begin planning as soon as you receive orders
  - Decide what types of move(s) to arrange
  - Submit application in the Defense Personal Property System
  - Know your authorized weight allowance
  - Weight allowances are based on paygrade and dependents
    - Moving allowances are generally based on the overall weight of your household goods
    - Any overages on your approved weight will be your financial responsibility, so work hard to make sure you stay within your weight allowance.
    - To find out how much weight you are allowed to move. Go to [www.move.mil](http://www.move.mil)





# Weight Allowance Chart

Pay Grade	With Dependents	Without Dependents	TDY
Officer Personnel			
O-10 to O-6	18,000	18,000	800 – 1,000
O-5/W-5	17,500	16,000	800
O-4/W-4	17,000	14,000	800
O-3 /W-3	14,500	13,000	600
O-2/W-2	13,500	12,500	600
O-1/W-1	12,000	10,000	600
Enlisted Personnel			
E-9	15,000	13,000	600
E-8	14,000	12,000	500
E-7	13,000	11,000	400
E-6	11,000	8,000	400
E-5	9,000	7,000	400
E-4	8,000	7,000	400
E-1 to E-3	8,000	5,000	225
Aviation Cadets	8,000	7,000	
Service Academy Cadets/Midshipmen		350	

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# Types of shipments

- **Household Goods (HHG - government arranged move)**
  - Shipment is assigned to a moving company known as Transportation Service Provider (TSP).
  - TSP responsible for packing, loading, transporting & delivery of your personal items (you do not have to pack your own property)
- **Personally Procured Move (PPM)**
  - Use your own vehicle; rent a truck and/or trailer; hire a commercial carrier; utilize a “you pack/they load” method or use the Postal office
  - Member makes all arrangements for packing, loading and transporting
- **Unaccompanied Baggage (UB)**
  - Utilized with overseas orders
  - Limited in weight and type of items

**There is no need to pack your property; the assigned TSP is responsible for packing. If you do pack any items, the TSP has the right to inspect and repack if needed**

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- **Non-Temporary Storage (NTS aka long term)** is storage at origin and for shipments needing more than 180 days of storage
- **Storage-In-Transit (SIT)** is storage at destination in conjunction with a shipment.
  - SIT is authorized for 90 days.
  - Additional storage requests are closely monitored and only approved by the destination Personal Property Shipping Office (PPSO) on a case-by-case basis.
- Authorization depends on the type of orders
- Where personal items are stored are based on orders and Navy Policy

**It is the member's responsibility to know their storage expiration dates and keep their contact information current.**

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# Defense Personal Property System (DPS)

- DPS is used to:
  - Submit an application for a move request
  - See status of your shipment
  - Submit a claim for loss/damages
  - Complete the Customer Satisfaction Survey (CSS)
- Must obtain a User ID & Password
- Create move application upon receipt of orders
  - Note: if moving during Peak Season (mid-May through the end of August), it may take up to 6-weeks to process your application
- You are required to provide supporting documents
  - Orders (include all amendments and/or modifications) are required
  - DD Form 1299 (Application for Shipping/Storage)
  - DD Form 1797 (Personal Property Counseling Checklist)
  - Page 2, if necessary
  - Power of Attorney (POA), if necessary
  - Dependent Entry Approval (DEA), for some overseas locations

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## ■ At Origin:

- Be at pickup address on move dates from 0800-1700
- Dismantle all TVs; disconnect all appliances
- Removes pictures and other items from walls
- Separate PBP&E
- Keep HHG, UB and storage shipments separated
- Dispose of unwanted items
- Update contact information in DPS
- Keep the Transportation Office informed of any change in your orders or shipment dates.
- Check and sign shipment /inventory forms

## ■ At Destination:

- Keep your contact information updated in DPS
- Be prepared to accept delivery of shipment as soon as it arrives.
- Be at delivery address on schedule date from 0800-1700
- Check each item off the inventory list
- Request TSP remove all packing materials (they are not authorized to come back)
- Note missing/damaged items on *Joint Statement of loss/damage AT Delivery* form
- Do not sign for services that were not performed
- Know your storage expiration dates

## ■ At Origin:

- Arrive between hours of 0800-1700
- Mark each carton and prepare an accurate inventory
- Identify, weigh and mark pro gear items separately on inventories
- Use new packing materials on clothing & bedding; use new or like-new packing materials on all other items
- Wrap/protect all finished surfaces

## ■ At Destination:

- Arrive between hours of 0800-1700
- Perform one-time placement
- Unpack/unwrap all cartons, boxes & crates
- Assemble all furniture and equipment that was disassembled at origin
- Remove all packing materials
- Provide a written record of any loss/damages at delivery

**Note:** if you waive unpacking at delivery, the TSP is not required to return at a later time/day to pick up those materials.

# What can be shipped

- The Joint Transportation Regulation (JTR) defines Household Goods (HHG) as:
  - HHGs that are in a **member's possession on the effective date of orders** which can be legally accepted and transported as HHG by an authorized commercial carrier.
  - Professional Books, Papers & Equipment (PBP&E aka pro gear)
  - Spare vehicle parts
  - Motorcycles, mopeds, hang glider, golf cart, ATV, snowmobile, etc.
  - Boats or personal watercraft
  - Utility Trailer with or without a tilt bed, with a single axle, and an overall length of no more than 12 feet (from rear to trailer hitch), and no wider than eight feet (outside tire to outside tire). Side rails/body no higher than 28 inches (inches detachable) and ramp/gate for the utility trailer no higher than four feet (unless detachable).
  - Consumable Goods – authorized only for members ordered to areas listed in JTR, Appendix F Part 1

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# What cannot be shipped

- **NOT Considered HHG**
  - Automobiles, trucks, vans, airplanes, RVs, camper trailers, horse trailers and farm equipment
  - Household goods acquired *after* the effective date of orders
  - Cordwood & building materials
  - Live animals
  - Hazardous articles (explosives, flammable/corrosive materials, poisons, propane gas tanks)
  - Personal baggage
  - Commercial items (home business)

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# Professional Books, Papers and Equipment (PBP&E aka Pro Gear)

## **PBP&E does include:**

- Articles of HHG in member's possession needed for the performance of official duties at the next or a later destination, per JTR, App A
- Reference material not ordinarily available at next duty station
- Instruments, tools and equipment peculiar to technicians, mechanics, medical professionals, musicians and member of the professions;
- Specialized clothing such as diving suits, astronauts' suits, flying suits and helmets, band uniforms, chaplains' vestments and other specialized apparel not normal or usual uniform or clothing;
- Communication equipment used by a DoD member or employee in association with the Military Auxiliary Radio System (MARS)
- Individually owned or specially issued field clothing and equipment; and
- Gov't or uniformed service owned accountable organizational clothing and individual equipment issued to the employee or member by the Service/DoD component for official use.

## **PBP&E does NOT include:**

- Commercial produces for sale/resale used in conducting business
- Homeschool equipment/items
- Sports equipment
- Furniture of any kind, to include shop fixtures, even though used ICW the PBP&E (i.e. bookcases, desks, file cabinets and racks)
- Personal computers and peripheral devices;
- Memorabilia including award, plaques or other objects presented for past performance;
- Table service including flatware, dishes (including serving pieces, salvers and their heating units), other utensils and glassware; and or
- Other items of a professional nature that are not necessary at the next/subsequent duty station
  - Text books from previous schools unrelated to future duties
  - Personal books, even is used as part of a past professional reading program or course of instruction
  - Reference material that ordinarily would be available at the next/subsequent duty station either in hard copy or on the internet.

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- POV Shipment/Storage Procedures: All pertinent information for POV shipment/storage may be found at [www.pcsmypov.com](http://www.pcsmypov.com).
- Additionally, customers are asked to review the requirements of the DTR, Part IV, Ch 408, Appendix K3 (shipping Your POV), and Appendix K4 (Storing Your POV).
- Per JTR 0529/NAVSUP P490, 5.60: POV shipments within the states are only authorized for:
  - 1) Homeport change - proper category required and you would work with the command vehicle coordinator
  - 2) Insufficient time - date of orders and report date do not allow time to drive. Letter from CO stating the member cannot detach from the old PDS in time to meet the report no later than date and the shipment is not for the member's convenience.
  - 3) Member is medically unable to drive - requires an official letter on letterhead from doctor and provided to the local transportation office



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- Most OCONUS living quarters are smaller than CONUS
- Consult with your sponsor or local destination Housing Office – some large items (washer, dryer, stove, etc.) are supplied
- Knowing your authorized weight is very important when moving overseas
- Dependent Entry Approval/Family Entry Approval (DEA/FEA):
  - Navy process to obtain permission from an area commander to bring dependents into a particular overseas location
  - If a DEA/FEA is required, a shipment for your dependents will not be sent overseas until the DEA/FEA is approved and provide to the responsible counseling office
  - Applies to your Household Goods shipment

*NOTE: For all locations, storage is extremely limited and sometimes non-existent. Members should be cautioned to utilize origin NTS (Non-Temporary Storage) for oversize items and non-essential items.*



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- Weight Restrictions:
  - Navy personnel in pay grades E-5 and below without dependents PCSing to vessels homeported in Hawaii, should be advised **not to** ship household goods due to government quarters are available on board the vessel.
  - Navy personnel in pay grades E-5 and below without dependents PCSing to shore duty, should consult their local command for instructions concerning authorizations to live off base prior to shipping full HHGs entitlement.
- POV: No restrictions. Only 1 per member orders or civilian orders
- Automobile or motorcycle) may be shipped at government expense
  - Mopeds and Motorcycles may be shipped in HHGs. For POV shipment entitlement, motorcycles are considered POVs.
- Firearms: Authorized but subject to US Regulations and State restrictions

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- Dependent Entry Approval required
- Weight restrictions:
  - All accompanied Navy personnel are authorized to ship their full JTR weight entitlement
  - All accompanied Navy personnel with PCS orders to a USMC Command or Unit on MCAS Iwakuni, Japan are authorized to ship up to their full JTR weight entitlement
  - All other Navy Personnel - full weight allowance unless it appears in the orders
  - This DOES NOT indicate customers should ship their full authorized weight
  - Housing in Japan is smaller than homes in CONUS.
  - Unaccompanied customers are weight restricted IAW JTR, AP-AW-01 dated 1 April 2019. (Para 3-CH 03-Jun-2019 TCJ4-HB RB)
- POVs (Mainland Japan):
  - Restricted. Member may request a waiver; provide instruction/guidance for obtaining waivers and high cost of registration.
  - Motorcycles: Authorized. Must be in compliance with Government of Japan (GOJ)-imposed brake standards. High cost of shipping motorcycles/mopeds to Japan.
  - OKINAWA: All POVs shipments restricted except for CAT C vehicles!!
- Firearms
  - Prohibited. All weapons (to include knives, swords, spears, guns, children's toys resembling guns, etc.)

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- Weight restrictions:
  - Accompanied Tour: Full JTR weight allowance.
  - Unaccompanied Tour: E4s and below are required to occupy barracks; E4s over 4 years regardless of years service are required to occupy barracks unless serving an Accompanied Tour.
  - Housing unit has no more than an 8-foot high ceiling with room sizes of about 10 feet by 12 feet, 12 feet by 14 feet, and 8 feet by 10 feet.
  - Customs forms are not required.
  - Guam is a US Territory. However, Guam is not under US Customs jurisdiction. In order to clear personal property shipments through the Guam Port Authority, a legible detailed copy of the inventory with advance shipping documents is required by Government of Guam Customs.
- POV: No restrictions.
- Motorcycles: Authorized
- Firearms/weapons:
  - Authorized but recommend avoiding shipment of firearms. Must have and possess proof of ownership.

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- Dependent Entry Approval (DEA) required):
- E4 and below Navy Members serving an unaccompanied tour, it is highly recommended to ship Unaccompanied Baggage (UB) Shipment (600 lbs) as living quarters space is limited and barracks are fully furnished with no storage facilities.
- Pets: Pets will be home quarantined for one month. Not all landlords will rent to pet owners
- Some examples of prohibited vehicles:
  - Electric cars due to the complete lack of charging stations
  - Willy Jeeps
  - Cars and motorbikes decorated with flat matt paint or matt vinyl wrapping 100% of all shipments are x-rayed by Bahraini Customs. Any confiscated item will be **DESTROYED**.
- If any of the below items are in your shipment, the owner of the shipment will be prosecuted in accordance with the law of Bahrain.
  - **No Weapons:**
    - Uniform/ceremonial swords
    - Bullet vest, handcuffs, firearms, pellet/rubber/paintball guns, live ammunitions, bullet shells
    - Military knives,
    - Children's toy guns capable of firing projectiles etc.
  - No Radio/Remote controlled toys
  - Jewelry: cultured pearls
  - No alcoholic beverages
  - NO pornographic material: magazines, DVDs, sex toys, etc.
  - NO gambling devices to include *poker chips*, antique gaming machines etc.
  - NO Israeli made products or bearing the Israeli trademark, like makeup
  - Food: no pork or pork products/swine even in a can

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- Weight restrictions: Unaccompanied baggage weight limited to 500 lbs. for enlisted personnel and 1000 lbs. for officer.
- POV: Not authorized.
- Motorcycles: Not authorized. Only bicycles authorized
- Weapons: Prohibited. All weapons (to include knives, swords, spear, guns, etc.)
- It is a requirement that all personnel, O5 and below, have their personal property shipments cleared through British Customs prior to delivery.
- Liquor/alcoholic beverages are permitted provided they are hand-carried.
- Tobacco products are permitted provided they are hand-carried.
- Foodstuffs and meat products in sealed commercially packed containers are admissible. Perishable items are not permitted.
- All medicines are to be declared, including prescribed and non-prescribed drugs, to include vitamins.
- Household good items, including furniture items are prohibited. Oversized furniture and non-essential items should be placed in non-temporary storage at origin until duration of members' overseas Diego Garcia tour.

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- Weight restrictions
  - Accompanied tour: No restriction
  - Unaccompanied to Rota: E-5 and above authorized full weight allowance unless restricted by branch of service;
  - E-4 and below must place household goods in NTS at origin until approval to live off base is given by the command
- POV:
  - Only one imported duty-free vehicle, car or motorcycle, can be shipped/registered.
  - Motorcycles **MUST** be shipped as a POV through the VPC and **NOT** in HHGs shipment
  - To expedite Customs process, member should email in advance vehicle inspection form (DD Form 788), orders, title and registration to [ppso-rota@eu.navy.mil](mailto:ppso-rota@eu.navy.mil)
- Duty free import:
  - Personal property (HHG/UB) and POV shipments must arrive in Spain within 6 months from member's check-in arrival in Spain. Another 6 months window will be open if a command sponsored dependent joins the member at a later time during the tour.
- Weapons:
  - Rota: shipped separately from HHG & UB. **MUST** have proof of ownership; **MUST** register with security department upon delivery.
- Dependent Entry Approval required for Madrid only.

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- Weight restrictions: No restrictions unless specifically restricted in the member's orders
- POV/Motorcycle: Restricted to importation of 1 duty-free POV (motorcycle or automobile) shipment at government expense
- Motorcycles counts as a POV and may be shipped with HHGs
  - Italy permits registration of 3 POVs during the member's tour BUT road taxes must be paid on all additional vehicles that are NOT duty-free.
  - POV insurance in Italy is extremely expensive.
- To expedite POV Customs clearance, member should email in advance vehicle inspection form (DD Form 788), orders, title and registration destination PPSO
- Firearms: Prohibited. All weapons (to include knives, swords, spear, guns, etc.)
- Dependent Entry Approval required only for Gaeta

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- **Weight Restrictions:**
  - Accompanied Tour: No restriction.
  - Unaccompanied Tour to Souda Bay:
    - E-5's and above are authorized to make a household goods shipment of 2500lbs or 25 percent of their full weight allowance whichever is greater and an unaccompanied baggage shipment of 600 lbs.
    - E1's through E-4's are authorized to make only one unaccompanied baggage shipment of 600 lbs.
- **Weapons:** Importation is strictly prohibited
- **Greek Customs:** Greek government officials have very strict controls on the importation and exportation of controlled items.
  - Controlled items include but are not limited to: all electrical items, cameras, watches, bicycles, furniture items, televisions, VCRs, stereo equipment and appliances.
  - Unauthorized sale or gifts of controlled items to unauthorized personnel is a crime.
  - **IMPORTANT:** The FLCSI Customs Control Office must be notified in advance of any sale or disposal of any controlled items.

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- **POV: No restrictions.**
  - To expedite Customs process, member should email in advance vehicle inspection form (DD Form 788), orders, title and registration to [ppso-souda@eu.navy.mil](mailto:ppso-souda@eu.navy.mil)
  - LIEN: Member must request bank issue a paper title, prior to departure from the old duty station.
- **Motorcycles: Greek Government defines all motorcycles, mopeds, mini-bikes as POVs.**
  - Accompanied/Unaccompanied personnel may **ONLY** import 1 duty free vehicle (automobile or motorcycle) at government expense per members orders. Accompanied personnel may import a second duty-free POV or Motorcycle at personal expense **BUT** may not include the second POV, if it's a motorcycle in HHGs.
  - Motorcycles can be shipped as POVs via the VPC or may be included in HHGs shipments when it's the **ONLY** POV shipped at government expense.
  - If 2d POV (normally motorcycles) is shipped in HHGs, Greek Customs will confiscate the second POV 40 days after importation, unless member ships the vehicle out of country at their own expense or register one of the vehicles with the Greek Motor Vehicle Department and pay all importation taxes.

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# CUSTOMER SATISFACTION SURVEY (CSS)

- What is the CSS?
  - This is your opportunity to rate the TSP both origin and destination
- Why should you complete the CSS?
  - Scores provide a way for the government to determine which TSPs should continue receiving military shipments
- How will you complete the CSS?
  - You will be able to access your survey when your shipment is in “delivery complete status” at [www.dps.move.mil](http://www.dps.move.mil) or Contact the Help Desk at 1-800-462-2176



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- TIME TO MOVE
- WHAT DO I NEED TO GET STARTED
- FIRST TIME MOVERS
- PERMANENT CHANGE OF STATION
- RETIREE
- SEPARATEE / INVOLUNTARY SEPARATEE
- TYPES OF MOVE
- OVERSEAS**
- ITS YOUR MOVE BOOKLET
- HHG BROCHURES

## Overseas **OVERSEAS CONFIDENTIALITY FORM**

Moving overseas and have questions about pets (quarantine, fees); shipping a vehicle (allowed or not); firearms; furniture size, etc, the information below should be helpful.

- [BAHRAIN](#)
- [DIEGO GARCIA](#)
- [ENGLAND](#)
- [GERMANY](#)
- [GUAM](#)
- [GUANTANAMO BAY](#)
- [HAWAII](#)
- [ITALY](#)
- [JAPAN](#)
- [SOUDA BAY \(GREECE\)](#)
- [SPAIN](#)

[https://www.navsup.navy.mil/public/navsup/hhg/time\\_to\\_move/overseas/](https://www.navsup.navy.mil/public/navsup/hhg/time_to_move/overseas/)

**BAHRAIN MOVING RESPONSIBILITIES**



-  [RULES and RESTRICTIONS for Bahrain](#)
-  [Bahrain POV Import Nov 2018](#)
-  [Bahrain POV Export template](#)
-  [Bahrain POV Transfer of Ownership](#)

**DIEGO GARCIA MOVING RESPONSIBILITIES**

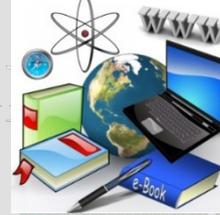


-  [RULES and RESTRICTIONS for Diego Garcia](#)

**ENGLAND MOVING RESPONSIBILITIES**



-  [RULES and RESTRICTIONS for England](#)



- **NAVSUP Household Goods Webpage:** [www.navsup.navy.mil/household](http://www.navsup.navy.mil/household)
- **DOD Household Goods Portal:** <https://dps.move.mil/cust>
- **DPS Web Link:** <https://dps.move.mil/cust/standard/user/home.xhtml>
- **Shipping a POV:** [http://www.ustranscom.mil/dtr/part-iv/dtr\\_part\\_iv\\_app\\_k\\_3.pdf](http://www.ustranscom.mil/dtr/part-iv/dtr_part_iv_app_k_3.pdf)
- **Storing a POV:** [http://www.ustranscom.mil/dtr/part-iv/dtr\\_part\\_iv\\_app\\_k\\_4.pdf](http://www.ustranscom.mil/dtr/part-iv/dtr_part_iv_app_k_4.pdf)
- **Personal Property Office Locator:** <https://move.mil/resources/locator-maps>
- **Weight Scale Locator:** <https://move.mil/resources/locator-maps>
- **Weight Estimator Form:** <https://move.mil/resources/weight-estimator>
- **“It’s Your Move” booklet (Military):** [https://www.ustranscom.mil/dtr/part-iv/dtr\\_part\\_iv\\_app\\_k\\_1.pdf](https://www.ustranscom.mil/dtr/part-iv/dtr_part_iv_app_k_1.pdf)
- **“It’s Your Move” booklet (Civilian):** [https://www.ustranscom.mil/dtr/part-iv/dtr\\_part\\_iv\\_app\\_k\\_2.pdf](https://www.ustranscom.mil/dtr/part-iv/dtr_part_iv_app_k_2.pdf)

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For additional information or assistance:

<https://www.navsup.navy.mil/household>



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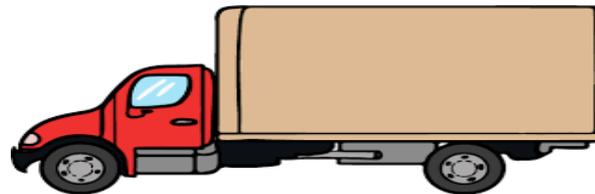


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If you have any questions regarding this material,  
please email us at [householdgoods@navy.mil](mailto:householdgoods@navy.mil).

*Thank You.....*

We hope you have found this presentation informative and helpful.  
Questions?



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