

**SPECIAL OPERATIONS COMMAND EUROPE
(SOCEUR)**

PCS GUIDE

Stuttgart, Germany



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CREATING YOUR TRAVEL PACKET

One of the most important steps in your move will be gathering all of the necessary documentation. It's best to have all of your documents accessible and kept in your carry-on luggage at all times while traveling.

Suggested Documents:

- **Orders-** Make at least 10 copies along with the amendments if you have dependents
- **Vital Documents-** i.e. Birth Certificates, Social Security Cards, Passports, Medical Records to include vaccination records and sports physicals.
- **Marriage Certificate**
- **Power of Attorney** (if applicable)
- **POV Shipping Documentation-** i.e. Title, Registration, Authorization Letter (leased/lien vehicles only) and any POV shipping documents
- **Household Shipping Documentation** (There will be three possible categories that you need to keep track of)
- **Travel Documents** (These will be provided to you by the travel office after booking your flights and travel)
- **Veterinary Records** (if applicable)
- **U.S Billing Information** (Keep your last bill, or the contact information for any US companies or utilities with you so that you can keep up with any final payments while traveling)
- **Address Book** (List of names, emails, phone numbers that you would like to have with you while traveling)

EFMP/ COMMAND SPONSORSHIP

The Exceptional Family Member Program (EFMP) is a program that the Army has in place to ensure that it can provide adequate health care services to service members and their dependents. Screening and registration in the EFMP program is mandatory for all dependents that are accompanying their service member and or civilian sponsor to an OCONUS assignment.

The service member's orders will indicate whether they have permission to travel with dependents; if so, it is still necessary to obtain "command sponsorship," which is direct approval from their new unit's chain of command to bring their dependents with them. This approval process begins with the EFMP Screening process.

Civilian sponsors through the Civilian Personnel Advisory Center (CPAC) on-boarding process must indicate whether their dependents will travel with them on their request for orders (RFO). Through the on-boarding process the sponsor will be provided with the EFMP screening documents that must be completed by your healthcare provider and uploaded to USA Staffing.

Form DA 5888

Contact your unit's EFMP coordinator for the DA 5888 process. This process will differ from post to post.

Physical

When you contact the EFMP Office to schedule an appointment (start early!) they will require all dependents to have had a physical done within the last year.

- If all dependents have records of a physical within the last year, ensure that you have a copy available or can obtain one. (Note: If you get a physical at an on-post medical facility, you should not need to get a copy of the records. The EFMP can access them.)
- If there has not been a physical in the last year, or records cannot be obtained, it will be necessary to get a physical prior to the Screening appointment.
- Civilian employees may be required to complete a physical and/or drug testing prior to on-boarding. If applicable, all support documents and appointments will be coordinated through servicing CPAC office.

EFMP Screening

Once you have obtained your physical records, or had a new physical, your dependent

is ready to attend your EFMP screening appointment. At the screening appointment, they will review the physical and discuss medical history. They will determine whether if there is a need to enroll in EFMP.

- If your dependent does (and it can be for various reasons), they will guide you through the enrollment process.
- If your dependent does not need to be enrolled, they will simply sign your Form 5888.

Command Sponsorship

Once the approval is received the service member/civilian employees will then be provided with an amendment to their orders that specifically state the dependents' name(s). From this point forward this amendment should be attached to your PCS orders.

PASSPORTS

Once travel is approved for dependent(s), you must start the paperwork for the "No Fee" passport. A "No Fee" passport is different than a tourist passport and dependent(s) will need both. This special passport, which is stamped with Status of Forces Agreement (SOFA), allows travel with the sponsor on official military PCS orders only. Contact your travel office for further guidance for applying for the "No Fee" passport

Please be aware that using the "No Fee" passport is **NOT AUTHORIZED** for leisure travel; you will have to use your standard tourist passport for non-official travel. If you do not have a tourist passport it is highly recommended to apply for a tourist passport prior to your move so you can travel throughout Europe. It is highly encouraged for parents of children of all ages (including newborns) to apply for a tourist and "No Fee" passport. Children must be command sponsored and enrolled in DEERS to apply for a no fee passport (see unit S1 rep for all required documents).

Service members and dependents should carry both passports when traveling on leisure outside Germany.

SCHEDULING OVERSEAS PACK OUTS

You will have the opportunity to set up three different types of pack outs before your overseas move.

1. **Non-Temporary Storage (NTS)** which is what stays behind in the U.S.
2. **Unaccompanied Baggage (UB)** typically takes 30+ days to receive
3. **Household Goods (HHG)**

Non-Temporary Storage

When deciding what to leave behind, keep in mind that European homes are typically much smaller than US homes. Therefore, the military will store your items stateside at no cost to you while you are stationed overseas. The Stuttgart MWR offers storage units that vary in size at a monthly rate. Prices are per month and the minimum rental is for three months. Renting storage units here would be at the expense of the individual.

Check all electronics/appliance to see if they are dual voltage (ranges between 110 to 240Hz). If they are dual voltage, bring them. If they are not dual voltage, consider how frequently you use them. You are better off purchasing the German version of items like a vacuum or microwave, otherwise the use transformers all the time can be costly. If they are items you use occasionally i.e. hand mixer than you can consider bringing those to use with a transformer. German electronics/appliance as well as transformers can be purchased at the PX, local economy stores, as well as the Thrift Shop and thru various Stuttgart FB pages.

There are also no closets in German homes, only wardrobes, which are much more limited in their storage capacity. (*Fun Fact:* In Germany, home owners are taxed by room on their property taxes rather than just by total size - which is why they do not build closets or pantries into their homes - they count as taxable rooms!)

Recommended Storage Items:

- Washer and Dryer, Appliances that will not take 220v, Garage Items and anything you haven't seen/touched in a while.

Unaccompanied Baggage

**** Try to schedule this shipment as soon as possible. The sooner the better!!! ****

This is a smaller shipment of items that will arrive sooner than your HHG shipment. (Estimated ship time is 3-4 weeks.) Your weight allowance for UB is separate from your HHG, and it is also determined by rank and dependents. No furniture, large items, or liquids are permitted. The items in this shipment should be considered as a "survival package" - things you will need to hold you over in your new home while waiting for your HHG to arrive.

Recommended Items:

Basic kitchen items (pots/pans, spatula, silverware, plates, cups, basic spices), basic linens (towels, pillows, sheets, blanket), additional clothes and shoes, pet items, small

TV, DVD player, DVDs, game console, some books, trash can, board games, service-member's Uniforms, basic tools, small cleaning items (broom, toilet brushes, rags); basic office supplies (printer, paper, ink, notebooks, small filing system)

Household Goods

This is everything else!

Helpful Tips:

1. An overseas move carries the inherent risk of damage to your items during shipping. It is a good idea to take a photo/ video inventory of your home before the movers arrive. (Suggested photographs include: DVD collection; artwork; furniture; clothing collections; instruments; etc) Suggested video documentations include: Electronics (with serial numbers); kitchen appliances.
2. You should also create an inventory list of your belongings before the movers arrive. Make a list of items with their model numbers, serial numbers, and estimated cost. When your movers arrive, they will create a "High-Value" inventory form - ensure they have included all of your items, serial numbers, and values correctly.

SHIPPING YOUR POV

PCS OCONUS, the government will transport **ONE** of your vehicles, not to exceed 20 tons. A contract company will handle the shipping of your personal vehicle. Their website offers significant information in what you will need to prepare for shipping (www.pcsmypov.com).

Insurance

Before you ship your POV, contact your insurance agency to inform them of your upcoming PCS and the shipment date. Your insurance company will be able to inform you of your new policy rate change. Be prepared that the cost of insurance and required coverage in Europe can be significantly higher than in the US.

Timeline

Shipping a POV can take a significant amount of time - estimates range from six to twelve weeks. You will be bringing your vehicle to a Vehicle Processing Shipment (locations can be found at <https://www.pcsmypov.com/Locations>). Their staff will be able to give you an estimated date of arrival for your vehicle during processing.

Required Documents

1. Proof of Entitlement
2. Proof of Identity
 - a) Service Member/Civilian Sponsor Common Access Card
 - b) Spouse- Government I.D.
3. Proof of Ownership
 - a) Registration and/or Title: These documents must be in the Service Member/Civilian Sponsor's name as listed on their Orders. Also please note: If the vehicle is registered in a name other than Service Member/Civilian Sponsor, such as spouse's maiden name, you must provide a copy of your Marriage Certificate.
4. If Applicable, Lien Holder/ Lease Holder Shipment Authorization Letter: a letter from your Lien Holder authorizing the exportation of your vehicle. (Request letter on official company letterhead.)
5. Power of Attorney: If the vehicle is to be turned in by someone other than the Service Member/Civilian Sponsor (e.g. Member's spouse, relative, friend, etc.), the Agent must present a valid Power of Attorney that authorizes him/her to act on behalf of the Service Member/Civilian Sponsor. The POA must include the names of the Service Member/Civilian Sponsor and the appointed Agent, as well as the vehicle VIN.
6. Valid email address, destination address, notification address, and emergency contact information: This information is required so they can contact you as soon as your vehicle has arrived at its destination and is available for pick-up.

Vehicle Preparation Checklist

- No more than 1/4 tank of fuel (gasoline or diesel)
- A complete set of keys (ignition, doors, trunk, gas cap & wheel locks)
- Make sure your vehicle is clean, empty, and free of trash, personal items
- Make sure your vehicle is in safe operating condition.
- The vehicle must have fully functioning service and parking brakes, and no noticeable fluid leaks, and/or any major cracks in the windshield

HOTEL

Once orders are received, it is highly recommended to book your hotel accommodations as soon as possible, your sponsor can assist with this. There are two on-post lodging options, Panzer Hotel and the Kelley Hotel. Panzer is the most convenient because it is where the garrison in-processing is located. Below are the links to the hotels.

Panzer Hotel: <https://stuttgart.armymwr.com/programs/panzer-hotel>

Kelley Hotel: <https://stuttgart.armymwr.com/programs/kelley-hotel>

In the event on-post lodging is unavailable, Garrison provides the following recommendations: <https://home.army.mil/stuttgart/index.php/my-garrison/all-services/HSO>

TEMPORARY LODGING ALLOWANCE (TLA)

What is TLA?

TLA will be authorized for your OCONUS move in order to partially reimburse you for more than normal expenses incurred while occupying temporary lodging as well as expenses for meals obtained as a result of using temporary lodgings OCONUS that don't have facilities for preparing and consuming meals. You are authorized TLA when your COLA eligibility begins (boots on ground) and for up to 60 days while house hunting.

On Post (Panzer, Kelly Hotels): If staying on-post, expenses will be reimbursed in increments of ten days. For larger Families, the hotel will determine the number of rooms you require.

Off Post: Off-post includes requirements that are important to keep in mind to prevent incurring personal charges. Always know the expiration date of your statement on non-availability to ensure it is current, as this provides proof of eligibility to reside in off-post lodging when you request reimbursements. Also, know the per diem rate and how much you're entitled to. The per diem rate is subject to change and is based on the size of your Family. Rates can be found here:

<https://www.defensetravel.dod.mil/site/perdiemCalc.cfm>.

Locality	Seasons (Beg-End)	Maximum Lodging	Local Meals	Proportional Meals	Local Incidental	Footnote	Footnote Rate	Maximum Per Diem	Effective Date
STUTT GART	01/01-12/31	261	106	61	26			393	01/01/2021

The site will provide the chart above. In this example (for Jan 2021), the maximum amount for lodging is \$261.00 a night. As stated, the lodging rate is dependent on the size of your Family and is reflected in the below chart:

Number of Eligible Persons Occupying Temporary Lodging	Percentage
Member or one (1) dependent	65%
Member and one (1) dependent	100%
For each additional dependent 12 and over, add	35%
For each additional dependent under 12, add	25%

As an example, SSG Jones, her husband, their 12-year-old daughter, and their 9-year-old son require off-post lodging. She is authorized 160% lodging TLA with the 35% and 25% added for each child. For Jan 2021, this would total \$417.60/night.

For larger Families, you're entitled to a second hotel room. The cost of both rooms must be equal or less than your authorized lodging (if authorized \$261.00, each room cannot be more than \$130.50).

It is important to remember to **report to housing within two workdays of arrival** to receive instructions and authorization for TLA. During in-processing, finance will explain the steps on how to request reimbursement.

HOUSING

A memorandum was published in June 2020, which requires service members in the ranks of E-1 to E-6, CW-1 to CW-2, and O-1 to O-3 to live in On Post Army Family Housing (AFH) units. If a waiting list exists and housing is not projected to be available for assignment within 60 days, a Certificate of Non-Availability (CNA) may be issued. However, if adequate family housing is available in a service member's category, the service member will be assigned to a housing unit.

Exception to Policy (ETP) memos may be issued by the SOCEUR HQ, Commandant on a case-by-case basis to ensure key personnel remain close to the SOCEUR Headquarters. While we try to accommodate these situations, Garrison Housing ultimately approves authorizations to reside off post.

Civilians are not entitled to reside in on-base quarters. Please review the Off-Post Housing for more information.

On Post Housing

Family housing is located at four installations in the Stuttgart area: Patch Barracks, Kelley Barracks, Robinson Barracks [RB], and Panzer Kaserne. Floor layouts can be found here: https://www.housing.army.mil/#!pg=post&sp=fh_floorplan

Each unit is equipped with a refrigerator, stove, dishwasher, and U.S. style washer and dryer, in the unit. There are no air conditioners or garbage disposals. Units have 220V and 110V outlets, an uncovered parking space and single storage unit.

To apply for on post housing, you must complete [DD Form 1746](#) and [email](#) the form to the Housing Office as soon as possible to get on the housing list.

Single Soldiers & Geographic Bachelors

Contact the Stuttgart Housing Office prior to shipping HHG's. E1-E6 are required to reside in the barracks if the utilization rate is 95% or below. Geo-Bach receiving BAH stateside are required to reside in the BEQ/BOQ if the utilization is 95% or below.

Off Post Housing

If there is no available housing, you may have to live off post. **Service members and U.S. Government civilians should not enter into a rental contract (written or verbal) in advance of the housing brief or in-processing step.** Upon approval of the Housing Services Office to seek off-post housing, the contract must be reviewed prior to signing. This protects you and informs you of your rights as a tenant in Germany.

Entitlements

While stationed overseas and living off-post, military personnel will receive **OHA** instead of BAH based off rank. Service members will also receive a monthly utility allowance that will help offset utility costs.

In addition to OHA, there is an option to request for **Advanced Housing Allowance**, which will help cover the cost for the first month's rent and security deposit. It typically equals two to three months' worth of rent.

Prior to departure: DA Civilians may be entitled up to 10 days Foreign Travel Allowance (FTA). The purpose of FTA is to help defray the employee's extra ordinary but necessary and reasonable costs when he/she transfers to a post in a foreign area. FTA helps with the costs of temporary lodging, meals, laundry, and dry cleaning that are incurred when an employee transfers to a foreign post from a post in the U.S.

Upon Arrival: DA Civilian will in-process with the J1, within 5 days of arrival to do a full review of entitlements.

Temporary Quarters Subsistence Allowance (TQSA): DA Civilians may be entitled to TQSA up to 90 days. The purpose of TQSA is to assist with temporary lodging, meals, laundry and dry cleaning in a foreign area when an employee first arrives at a new post and permanent quarters are not yet available.

Miscellaneous Expenses Allowance (MEA): MEA is payable when a civilian employee vacates a residence at the old Permanent Duty Station (PDS) and establishes a new temporary or permanent residence at the new PDS

Relocation Income Tax Allowance: The RITA reimburses an eligible transferred employee substantially all of the additional Federal, State, and local income taxes incurred because of receiving taxable travel income.

Living Quarters Allowance (LQA): LQA is granted to an eligible employee to help defray the annual cost of suitable, adequate living quarters for the employee and his/her family at a foreign post where government-leased or -owned housing is not provided.

Civilians are entitled to LQA per the Department of State guidance. Additional information can be found at: [DSSR Entitlement Information](#).

For further off post housing information please contact the housing office by [email](#).

Helpful Tips:

1. Temporary or loaner furnishings are available for up to 90 days incoming and up to 60 days outgoing personnel on and off post. Keep in mind, if you plan on using temporary furnishings you must allow for 3 business days for delivery or pickup. Some recommend buying a foam topper for the loaner bed, especially if you have back issues.
2. It is highly recommended to view the unit prior to the walk through and make a video of the condition of the unit. If damages are present, make sure to document it on video and pictures. It is strongly advised to document these damages using an object to help justify size ratio.
3. All German houses are at 220 V not the American 120V. If there are appliances you want to use while being out here and don't have the capacity for 220V you may have to purchase a transformer.

DAY OF ARRIVAL

What to Expect...

The Service Member/Civilians will be given a sponsor that he/she will remain in contact with prior to arrival. The assigned sponsor will be there to pick you up from the airport and escort you to the hotel you booked.

It is strongly recommended to save the German cell phone number of your sponsor as well as the JOC Duty number, just for in case.

SOCEUR JOC: +49 0711-680-4341

*****ATTENTION:**

On the day of your arrival your sponsor must escort you to the I.D. Office on Panzer to gain access control on each post. At the office they will take a picture of you that will appear every time your Common Access Card is scanned. Just be prepared because this picture will remain with you until you leave.

Civilians may not be able to obtain/update their CAC for the first five (5) days post arrival. Your sponsor will facilitate your in/out bound from the Garrison.

DRIVER LICENSE

If your driver's license is about to expire while you are stationed in Germany, it is strongly recommended to renew it prior to your PCS. If the State you hold your license in will not renew it, try renewing it in the state you currently reside in. If that is not an option, research your state's renewal policy and renew it 6 months prior to your expiration date.

USAREUR License

It is required by law to take the USAREUR test and pass before you can legally drive anywhere on or off post. The rules of the road are different over here so it is best to review some of the study material prior to taking the test. The link provided below lists the location, time and days of the week the testing station is open.

<https://home.army.mil/stuttgart/index.php/my-garrison/all-services/drivers-testing>

Below are helpful links for study material and practice test questions:

<http://www.usareurpracticetest.com>

http://www.eur.army.mil/rmv/drivers_handbook/

Now both Service Members/Civilian sponsors AND family members can take the USAREUR drivers training and test online prior to moving. This test is one of the biggest challenges for newcomers in Germany and stories of taking it two or three times to pass are not uncommon. Service members/Civilian sponsors can use their common access card and family members can use the benefits number on the back of their ID card to log into JKO and access the training and test.

Follow these directions to access the training and exam:

- Navigate to <http://jko.jten.mil>
- Under Course Catalog ensure the "courses" tab is selected and select "USA" from the drop down.
- Enter 007 in the course number field and click search
- Enroll and take USA-007 "U.S. Forces Driver's Training Program for Europe (2 hrs.)"
- When you are ready, enroll and take the exam USA-007-B "U.S. Forces Driver's Training Program for Europe - Final Course Exam (2 hrs.)"

Once you have passed the exam simply print out your certificate and bring it with you to Germany. Present it to the drivers office when you in-process to receive your temporary license, which permits you to drive anywhere on or off post. You should receive your actual license in the mail anywhere from 5 to 8 weeks later.

*****IMPORTANT:** Please note, once you have the USAREUR License it only permits you to drive in Germany **ONLY**. This license is not valid to drive outside of Germany. If you plan

to drive to other European countries, you must obtain an international license. The Driver's License office on Panzer can provide you the needed form and address of the closest Rathaus (City Hall) to submit your application. You'll need your passport, a passport photo, both driver's licenses, I.D., and euros. The International License is good for three years.

REGISTERING YOUR POV (STUTTGART)

Whether you are shipping your POV or buying a vehicle when you arrive you must register your vehicle and pass an inspection. Prior to your inspection make sure you have the following items in your POV: Road Triangle, Reflective Vest and a first aid kit. If you do not have all of the following items you will not pass inspection. These can all be purchased at your local PX/ Car Care Center. For further information please refer to the link provided below.

[U.S. Army Europe Registry of Motors](#)

Hours of Operation: Monday–Thursday 7:45 a.m.–3:30 p.m., Fri. 7:45 a.m.–3:30 p.m., closed on American holidays.

Vehicle registration renewal appointments may be scheduled in advance online. The online appointment system requires CAC authentication.

<https://home.army.mil/stuttgart/index.php/my-garrison/all-services/drivers-testing>

*** The office will close their doors at 3:00 p.m. to ensure all customer transactions are completed by 3:30 p.m.*

*****IMPORTANT:** You will not pass vehicle registration with after-market tint on the **front driver and passenger windows**, all other windows are ok. This must be removed before inspection. Recommend buying a heat gun and razor holder from Harbor Freight to remove the tint. YouTube has plenty of how-to videos.

POV INSPECTIONS

All CAC holders can sign up for a Privately Owned Vehicle inspection appointments at the USAG Stuttgart home page under the category "Transportation & Traffic"

<https://home.army.mil/stuttgart/index.php/my-garrison/all-services/vehicle-registration>

Alternative vehicle inspections (TUV's) can be done on the economy. **Make sure to request a T.U.V inspection when requesting the services.**

ESSO FUEL CARD

After your registration and inspection, head over to the PX Customer Service (in the back) and apply for your fuel card. Make sure to bring with you your registration and license certificate. You will be allotted approximately 400 L of gas per month per vehicle (which is set at the U.S. price either on post or at any Esso gas station). If you exceed the monthly allotment, you will have to pay for gas at the German economy price. Make sure that all drivers are listed on the registration and that you BOTH get your names on the fuel card – they check ID's strictly when you pay for gas. You cannot pay at the pump; you must go inside and show your registration, CAC and Esso card before you can purchase the gas.

*****IMPORTANT:** It is a good idea to “load” some money onto the fuel card- if you wind up at an Esso station on the economy, you can use your funds on your card to get the U.S. price. If you go over the funds on your card the transaction will still go through and you have a couple days to pay off the balance and reload your card. (Only applies to individuals that have not exceeded their monthly allotment)

VEHICLE RESALE LOT (LEMON LOT)

If you're in the market of purchasing a vehicle or even a second vehicle there is the Vehicle Resale Lot (also known as lemon lot) is located next to the Exchange on Panzer Kaserne. If you can't seem to find a vehicle in the lemon lot you can always try these websites:

<http://stuttgart.bookoo.com>

<https://www.facebook.com/groups/StuttgartYardsales/>

(This is a closed group so you must ask to join)

CELL PHONES

If you wish to use a German cell phone service, the two options are the prepaid method and the other is getting a contract. The majority consensus typically goes for the prepaid method because:

1. It's cheaper
2. You won't be using your phone as much as you were in the U.S.
3. You will not be locked into a contract
4. It does not require as much personal information

Prepaid

Before you PCS request your phone to be unlocked from your provider. (Tell the cell phone provider you are on a deployment to Germany. They typically can place your number on hold for three years) When you arrive here you can simply take your phone to T mobile on post and tell them you want a prepaid SIM card. When you need to purchase more minutes just simply go to any cash register at the Shoppette or PX, or reload online.

Contract- T Mobile/ TKS

If prepaid is just not what you're looking for you can always speak with a T Mobile/ TKS Representative located at the PX. Just understand that the monthly bill is in Euro not U.S. Dollar, you may end up paying more than you see.

*****IMPORTANT:** German contracts are different in comparison to the U.S. German contracts they automatically reset at the end of the contract period unless you call to cancel. If you neglect to call and cancel your contract it will automatically renew into another 2-year contract. Keep that in mind while figuring out your phone situation.

PETS

Planning for shipment of your pet includes researching airline requirements. You will need to ask the airlines the requirements for size, weight, number of animals, kennel construction, documentation and seasonal limitations. Pets can be flown on military flights in conjunction with your move but availability and regulations are always changing, as well as fees. Check here for more information on flying with pets on the [Patriot Express Flights](#).

Boarding

Please make pet arrangements before you leave the U.S. ask your sponsor for assistance. Hotels on-post have limited rooms and space for pets; however many German hotels allow pets. There are a few kennels available in the area and Veterinary Services located on Panzer Kaserne, can supply a list. Regulations limit residents of military housing to no more than 2 domestic pets per household. Make sure you communicate with your sponsor as early as possible regarding pet needs.

Quarantine

Pets do not have to be quarantined in Germany, but a bilingual health certificate is required. **Important to Note:** The health certificate cannot be more than 10 days old

and the rabies vaccination must be at least 30 days old and not more than a year old before you travel to Germany. Your veterinarian can provide further information about host country requirements.

Veterinary Treatment Facility

Pets have to be registered at The Veterinary Treatment Facility (VTF), located on Panzer Kaserne, within 2 weeks of arrival to Stuttgart. You do not need to bring your pet in for this registration, just their health record and their rabies certificate. The VTF offers limited services by appointment only. Call the VTF first for emergencies during duty hours. After duty hours, the name and number of a designated civilian veterinarian will be left on their answering machine. It is a good idea to find a civilian veterinarian that you feel comfortable with that is located close to where you live. For more information visit the [Stuttgart Veterinary Clinic website](#).

Dangerous Dogs

German states have passed a Dangerous Dog Ordinance (DDO), placing restriction upon the ownership of certain types of dogs. Military personnel moving to Germany should weigh the requirements of the German DDO and owner responsibilities for dogs when making a decision to bring such dogs with them. [Check here for more information.](#)

DEERS ENROLLMENT

For base access you and your dependents (ten years and older) must register your ID Cards with the [Installation Access Control System \(IACS office\)](#) located at Bldg 2915, Panzer Kaserne. Commercial Telephone: +49 (0)7031 152872 or +49 (0)7031 152875. Hours of operation are Monday – Friday 0800-1630, closed on federal holidays.

MEDICAL

During the two weeks of in processing, you will have an opportunity to be briefed by an Overseas Tricare coordinator. They will fill out a form on your behalf that will be put into the OCONUS network. After that form has been submitted wait at least three days, and then you can go into your Tricare online account and change your PCM and MTF. Make sure to do the same for your Relay Health account.

There are only two clinics located on post, one is located at Kelley Barracks, which only offers selected services, and the other clinic is located on Panzer. There are no hospitals located at any of the posts in Stuttgart. Should you need emergency care, always go to the nearest host nation hospital for care or call 112 and request an English-speaking dispatcher. There will be an opportunity during your orientation, and if space is available your spouse can accompany, for a guided tour of the Böblingen Hospital.

There are eight major hospitals in the Stuttgart metropolitan area, and the Stuttgart clinic works primarily with three of them.

- The Böblingen Hospital is located very near Panzer Kaserne and provides a wide range of inpatient care, as well as pediatric care. Patients will often be referred here for surgeries, pediatric care needs and other inpatient care.
- The Sindelfingen Hospital (a partner organization to the Böblingen “Klinikum” or hospital) specializes in orthopedics and muscular-skeletal conditions and injuries. **Go here for broken bones.**
- The Robert Bosch Hospital in Stuttgart provides a wide variety of inpatient services and has a premiere trauma center, but does not have pediatric care.

SOCEUR Medical Branch: Mr. Alicia Murphy +49-0711-7073-4051/2505 or soceurclinic@socom.mil

DENTAL

Dependents have the option to use the Dental Clinic on Panzer Kaserne (based on space available) or use a Tricare approved dental provider. Call +49 7116804052 or visit www.tricare-overseas.com to locate an approved provider.

*****IMPORTANT:** Please note that being seen at the on post dental clinic is a privilege for dependents and if you are a no show for just one appointment you will lose this privilege.

DOD SCHOOLS

Visit <http://www.dodea.edu/Europe/east/index.cfm> and select Stuttgart Community Schools. Choose the packet that fits your student's situation, these forms are fillable. Once completed print and return to the school your family is zoned for.

Admission Requirements

- Proof of sponsor's overseas status (Orders, verification of employment etc.)
- Proof of sponsor/dependent connection (Child listed on orders, birth certificate, etc.)
- Proof of a new DEROS as applicable
- Verification of minimal age requirement for Sure Start, Kindergarten and 1st grade students (PCS Orders, Birth certificate or passport) Note: Children entering Sure Start, Kindergarten, First Grade must be 4,5 and 6 years old respectively on/before September 1. Minimal Age Requirement Policy

Also required: (The below documents ARE required but will not keep a student from starting school.)

- Immunization records (see DoDEA and Health Office for details) - DoDEA Form 2942.0-M-F3
- Copy of previous school records, including report cards and other academic records such as reading and math records (as applicable)
- Copy of standardized test scores if applicable
- Copy of Individual Education Plan (IEP) if applicable

CHILD YOUTH SERVICES, CYS

Patch Barracks, Building 2347, +49 711-680-7480

Monday - Friday from 8 a.m. - 12 p.m., customers will be seen by appointment only.

Monday - Friday from 1 - 5 p.m., walk-in customers are welcome

Child, Youth & School (CYS) provides programs and services for children of eligible military and civilian families including:

- Full, part time or hourly child care
- Before/after school care
- Camps
- Programs for your middle school and teen youth
- Instructional classes
- Workforce preparation opportunities
- Sports and fitness activities

To participate in any service or program, children must be enrolled with Parent Central Services. The required downloadable documents can be found at [Register - Parent Central Services](#).

In-processing Child Care

In-processing service members can obtain free hourly child care through the Child Development Center (registration fee is responsibility of the service member) on a space available basis. Sponsors can make reservations at the Child Development Center up to four weeks prior to your arrival by providing the name, age and the date child care is needed. Children must be registered upon arrival before childcare can be provided regardless if reservations were made in advance. Your sponsor can also provide you with the registration materials and required documents prior to your arrival. Sponsors may also submit, on your behalf, faxed copies of your child's shot record in order to help pre-enroll, but parents still need to have original copies upon initial enrollment. If advance reservations are not made, reservations can be made upon arrival, however availability may be limited.

PRIVATE ORGANIZATIONS

ARMY COMMUNITY SERVICES, ACS

The goal of USAG Stuttgart ACS is to build and maintain community readiness and resilience via community outreach, and the variety of educational opportunities, classes, events, programs, and services offered to make community members say, "I'm Glad I Live Here!" Classes include Host Nation Orientation, All About TSP, Tiny Tots Playgroup, New Dads' Workshop, Baby Boot Camp, Interview Skills, English as a Second Language, and more. <https://stuttgart.armymwr.com/programs/army-community-service>

USO STUTTGART

Located on Panzer Kaserne on the 3rd floor in building 2915 directly across from the Exchange. The Center features a nice lounge area with an internet café consisting of five customer computers capable of printing and complete with CAC card access. The USO offers free WIFI; free phone calls locally and to the States; donated maps and brochures of the surrounding area to include the public transportation system; and free refreshments consisting of Coca-Cola products, coffee, water, and a variety of snacks. Additionally, there is satellite/cable HDTV with stations from the States; a children's play area; and many tables and comfortable chairs and couches to relax. <https://stuttgart.uso.org/>

PATCH SKI CLUB

We do more than just ski! The club plans ski/snowboard trips as well as golfing, biking, rafting, and hosts socials twice a month. www.patchskiclub.com

STUTTGART COMMUNITY SPOUSES CLUB, SCSC

The purpose of the Stuttgart Community Spouses' Club is to promote charitable, educational, social, and recreational activities among its members and the Stuttgart Community. This is achieved through organizing various activities, such as an annual Bazaar, fundraisers, social functions, special interest groups, and travel opportunities for club members. Additionally, SCSC manages the Patch Thrift Shop to provide low cost, quality goods to the community and raise funds for local programs. SCSC also regularly donates money from fundraising events to various charities.

www.stuttgartspousesclub.org

MOMS OF PRE-SCHOOLERS, MOPS

A Military MOPS group is sponsored by a base chapel or local church. Because of the unique situations' Military moms face, MOPS International has designed this program with a great deal of flexibility. Military MOPS groups meet once or twice each month and typically provide childcare through the MOPPETS program. Military MOPS meetings include time for developing relationships through teaching, discussion groups, creative

activities and fellowship time over a shared meal or snack.

Panzer (016) 096-6757 22, <http://www.mops.org/groups/panzer-mops>

Panzer (016) 096-6757 22, <http://www.mops.org/groups/usag-stuttgart-patch>

Robinson (016) 096-6757 22, <http://www.mops.org/groups/usag-stuttgart-chapel-robinson-barracks>

HELPFUL WEBSITES

The Official website of U.S. Army Garrison Stuttgart

<https://home.army.mil/stuttgart/index.php>

Stuttgart Citizens app on Android or Apple

Relocation assistance and the "I wish I knew (before I moved to Stuttgart)" websites.

<https://www.military.com/base-guide/us-army-garrison-stuttgart/relocation>

Stuttgart Family and MWR

<https://stuttgart.armymwr.com/>

The Citizens – A local military newspaper for the Stuttgart area

<http://www.stuttgartcitizen.com>

Stationed in Germany – A site for Americans Living Abroad

www.stationedingermany.com

Bookaroo - online classifieds community for **Stuttgart** and surrounding areas.

www.stuttgart.bookoo.com

FACEBOOK PAGES

Stuttgart Friends - This page was created with the intention of bringing the Stuttgart and American Community together. Members are welcome to ask and answer any questions, announce events, share experiences, and offer support.

Stuttgart Friends All About Travel - This closed group page is a place to share tips, experiences, information regarding travel and only travel.

Stuttgart Kinder Relief - This group is for families with kids in Stuttgart. It is a place to offer or request babysitting services, connect, and share kinder related events in the community.

Stuttgart Virtual Yard Sales (SVYS) – This is a group for military associated members of the Stuttgart Community to buy, sell, and trade items.

FAMILY READINESS COORDINATOR

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Religious Affairs NCO

SSG Sandino, Bryan – DSN: 324-379-4024
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BEHAVIORAL SUPPORT

Got Behavioral Support? (You do! As the SOCEUR/POTFF Psychologist, Dr. Roger Schmidt is the in-house behavioral health asset. Anyone with an affiliation with SOCEUR is eligible for services. That includes active-duty personnel, dependents (spouses/and children from ages 10-18), contractors, and civilians (GS).

If you, a peer, a troop of yours, or a family member is struggling with: Anger issues, Mood challenges, Anxiety, Operational Stress, Marital problems, Sleep problems/insomnia, PTSD/nightmares, Parenting difficulties, Chronic pain, etc...

Mr. Schmidt, Roger – DSN: 324-379-4043
Commercial: +49 (0) 711-7073-4043
Email: soceurclinic@socom.mil

STUTTGART In-Processing Information located [here](#).

WELCOME TO SOCEUR