

**MAIL TO: INSTALLATION TRANSPORTATION OFFICE  
ASCE-LBTP (TRANS/OB)  
4-2843 Normandy Dr.  
Fort Bragg, NC 28310-5000**

**FAX TO: 910-396-4404 or  
910-396-2173  
OFFICE: 910-396-5212 / 2163**

**E-MAIL ADDRESS: [usarmy.bragg.406-afsb.list.lrc-ppso@mail.mil](mailto:usarmy.bragg.406-afsb.list.lrc-ppso@mail.mil)  
PLEASE CALL TO CONFIRM YOUR FAX HAS BEEN RECEIVED**

**RELEASE HOUSEHOLD GOODS FROM NON-TEMP STORAGE (NTS)**

**NAME:** \_\_\_\_\_

**LAST FOUR OF SSN:** \_\_\_\_\_

**AVAILABLE DATE FOR DELIVERY:** \_\_\_\_\_

**ADDRESS FOR DELIVERY:** \_\_\_\_\_

\_\_\_\_\_

**HOME PHONE:** \_\_\_\_\_ **WORK PHONE:** \_\_\_\_\_

**E-MAIL ADDRESS:** \_\_\_\_\_

**RECEIVING AGENT:** \_\_\_\_\_

**MEMBER SIGNATURE:** \_\_\_\_\_

**DATE:** \_\_\_\_\_

**NOTE:**

- **IF YOUR PROPERTY WAS PLACED IN NTS ON YOUR RETIREMENT ORDERS, AND YOU ARE REQUESTING SHIPMENT TO YOUR HOME OF SELECTION, REMEMBER THAT THERE IS NO FURTHER STORAGE AUTHORIZED AT DESTINATION.**
- **YOU MUST BE AVAILABLE FOR THE DESTINATION TRANSPORTATION OFFICE TO CONTACT YOU WITHIN 2 HOURS UPON ARRIVAL OF YOUR SHIPMENT AT DESTINATION, OR YOUR PROPERTY WILL BE PLACED IN STORAGE AT YOUR OWN EXPENSE.**
- **YOU MUST PROVIDE CURRENT CONTACT TELEPHONE NUMBERS AND A COMPLETE DELIVERY ADDRESS TO THE DESTINATION TRANSPORTATION OFFICE FOR DELIVERY.**

**PRIVACY ACT STATEMENT**

AUTHORITY: Title 37 U.S.C Code 406, Title 5, U.S.C., Code 5726.

PRINCIPAL PURPOSE: Application (request) for shipment of personal property of military members, dependents, and DoD employees

ROUTINE USES: Used to accumulate information for determining the number of shipments requested by the member to assure shipment of authorized weight to and from points authorized by orders, Used by the finance for collection from the member in case of excess costs. Also used to prepare the government bill of lading and other shipping documents (as applicable) to move the personal property. Information is released to carriers.

DISCLOSURE: Voluntary, however, if information is not furnished, personal property can not be shipped

***CERTIFICATION OF SHIPMENT RESPONSIBILITIES***

**This shipment consists of my property or the property awarded to my ex-spouse incident to a divorce, which was acquired by me prior to the effective date of my orders.**