DATE: _____

MEMORANDUM RECORD

SUBJECT: Early Return of Dependents Entitlements

1. I am requesting an Early Return of Dependents (ERD) IAW AR 55-46 and the Joint Federal Travel Regulation Chapter 5.

2. When the ERD action is finalized, entitlements will change as follows:

a. BAH will change to the location where the family is located.
b. COLA will change to the “without dependents” rate.
c. Command Sponsorship for your dependents is terminated.

3. Once ERD orders are executed the Soldier will:

a. Not be able to live in the Barracks. I must have a place to live.
b. Continue to receive COLA at the “without dependents” rate.
c. Receive full BAH for where the family is located and w/o dependent rate BAH for Alaska.
d. Not be authorized return of dependents at government expense.

4. Return at government expense is authorized only if I have an approved IPCOT. Once the IPCOT has been approved:

a. The family must again be Command Sponsored.
b. Dependents can return at government expense once the new OCONUS tour starts.
c. No POV shipment is authorized on IPCOT unless a POV has not been shipped previously.
d. Shipment of household goods must cost equal or less than the cost to ship on the ERD orders. Any amount over will be at personal expense to the Soldier.
e. Only the Soldier is authorized the free round trip ticket for IPCOT travel.

_____
SIGNATURE/DATE

_____
PRINTED NAME/UNIT