

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Retention of Quarters/Dependent-Restricted Tour (GC Policy 22-37)

1. Reference: AR 210-50, paragraph 3-20 and 3-21.
2. This USARAK policy established procedures for the retention of quarters upon departure for a Dependent restricted (unaccompanied) tour. Approval is contingent upon compliance with the following: A copy of the below listed documents must be provided to the Housing Branch Office:
  - a. Copy of orders. Orders must read "dependent-restricted" tour.
  - b. Power of attorney for spouse that does not expire during absence.
  - c. Memorandum from the commander requesting family be allowed to stay in Government quarters until the termination of the dependent restricted tour. The commander becomes the primary sponsor for the dependents left behind, but can assign someone from the unit as secondary sponsor. The commander of his/her successor remains responsible throughout the stay of the family in quarters.
3. The spouse must sign the standard Hold Harmless Agreement (Enclosure) to assume specific responsibility for taking care of the quarters in the absence of the military spouse.
4. Extensions of tour do not mean automatic extension in quarters. A new request must be submitted.

Encl

//Original Signed//  
FREDRICK J. LEHMAN  
COL, SC  
Garrison Commander

## **HOLD HARMLESS AGREEMENT**

In consideration of the privilege of being permitted to remain in government family housing quarters without my military sponsor also residing with me in the quarters, **I HEREBY:**

**VOLUNTARILY AGREE TO ACCEPT FULL RESPONSIBILITY, INDEMNIFY, AND HOLD HARMLESS** the U.S. Army, the U.S. Army Alaska Housing Office, and the Directorate of Public Works for any loss or damage to the family housing quarters caused by me, my dependents, guests, and/or pets during the period in which I and my dependent family members have been permitted to continue to reside in the family housing quarters assigned to my spouse/military sponsor even though my spouse/military sponsor is no longer also residing in the family housing quarters.

I further understand that if I fail to voluntarily pay for any loss or damage to said family housing quarters, the United States Army may assert a claim against me and initiate collection action under the Federal Claims Collection Act, 31 USC 3711, as amended by the Debt Collection Act of 1982, PL 97-365, and the Federal Debt Collection Improvement Act of 1996, PL 104-134.

\_\_\_\_\_  
NAME OF OCCUPANT

\_\_\_\_\_  
ADDRESS

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
DATE