



Photo: Staff Sgt. Sharon McBride

Replacement Detachment and Temporary Lodging

Upon arrival at Fort Wainwright or Fort Richardson, soldiers must sign into the Replacement Detachment. At Wainwright this is at Bldg. 3401; at Richardson, soldiers sign in at Bldg. 600. The Replacement Detachment operates on a 24-hour basis, including holidays.

If you arrive in Fairbanks by air, you should call the Replacement Detachment, 353-2273 and transportation will be provided. If you've flown into Anchorage, call 384-0425. Soldiers assigned to Fort Greely will go to the Fort Wainwright Replacement Detachment. Billets and transportation will be provided by Fort Wainwright while you await transportation to Fort Greely.

If your family is with you in concurrent travel status, you will be sent to lodging, which is open 24 hours a day. See below for details. Only Family Housing can authorize TLA, and you must check in with them as soon as you are scheduled for inprocessing.

Lodging is available on a space-available basis for soldiers without reservations, arriving at or departing on permanent change of station. All personnel traveling on PCS orders are required to check with the Lodging Office before seeking transient accommodations off post.

Finance

Most of your financial arrangements will be handled during your in-processing. The Department of Defense has authorized Cost of Living Allowance for all soldiers in Alaska. The rate of COLA depends on marital status, the number of command-sponsored family members, rank, and years of service. Basic Allowance for Housing is payable to soldiers authorized to obtain quarters on the economy. Enlisted soldiers also receive foreign-duty pay if they are not legal residents of Alaska.

Each post has a local finance office operating Monday, Tuesday, Wednesday and Friday from 9-11:30 a.m., and Monday, Tuesday, Wednesday, Thursday from 1-4 p.m. Customer service hours vary according to the service required.

The Fort Wainwright Finance Office, also serving Fort Greely, is in Bldg. 3401, telephone 353-1365. The Fort Richardson Finance Office is in Bldg. 600, telephone 384-1171.

The web site for the 267th Finance Battalion is:
www.usarak.army.mil/267FB/267FB.htm.



LODGING

With the popularity of recreational travel to Alaska and the large number of official travelers, U.S. Army Alaska Lodging strives to offer the finest temporary lodging to both official and "space-A" travelers. The popularity of Alaska means lodging is usually 100 percent booked from April through September. For the best chance of a successful booking, it is recommended that guests make reservations as soon as they are eligible.

Reservation Information

To make reservations at an Alaskan post or any Army installation, call Army Central Reservation at 1-800-GOARMY1.

Reservation Policy

Reservation service is offered during hours of operation. Reservations are accepted on a first-come, first-served basis. Please call at the earliest possible eligibility for the best chance at confirming your reservation.

Official Visitors

Official visitors are military, Department of Defense civilian employees, contractors and guests of the command on letters of authorization or TDY, PCS, annual training or other orders. There are other types of official guests, too, so if you are unsure, please call for clarification. Official visitors may make reservations 180 days in advance of check-in.

Unofficial Visitors

Unofficial visitors are usually military and family members not on orders, retirees, hospital visitors (unless on orders), and guests of permanent party. There are other types of unofficial visitors, too, so if you are unsure, please call for clarification. For unofficial reservations from May 1 to September 15, call three days in advance of check-in date. For reservations from September 16 to April 30: call seven days in advance of check-in date.

Guaranteed Reservations

When you make a reservation, you can guarantee it for arrival after 6 p.m. with advance payment of one night's lodging. This can be cash or check, or we can hold your credit card number, which will only be charged if you do not arrive or cancel your reservation by 6 p.m.

Non-Guaranteed Reservations

Non-guaranteed reservations are cancelled daily at 6 p.m.

Walk-ins

Walk-ins are welcome, especially when space is available. A good time to check for same-day space in the peak season is to call at 6 p.m. when non-guaranteed reservations are cancelled.

Distinguished Visitors

It is recommended that official and unofficial visitors in ranks of O-6 and above contact the protocol office with their reservation requests. Fort Richardson Protocol Office: 907 384-2067. Fort Wainwright Protocol Office: 907 353-6679.

Check In, Check Out

Check-in is after 3 p.m. Check-out is 11 a.m. daily. Exceptions to checkout time can be coordinated with the front desk when occupancy allows. A charge for late checkout may be added to your account.

Rates

Rates are subject to change. Please contact the reservation desk for current charges. A variety of payment types are accepted including cash, checks, money orders and credit cards.

Guest Services

The Front Office is available 24 hours daily to assist with your requests. From reservations, maintenance requests, accepting payments of other Army Alaska Lodging organizations, to needing a lift if we have the equipment and/or personnel, we will be glad to do it.

Other Services

- Convenience sundry sales are available at front desks.
- Daily custodial service is provided.
- Message Service. Messages are taken manually and then passed to our guests, or answering machines are available for sign-out at the front desk.
- Storage is available through coordination with the front office.
- Telephone service is provided through the on-post military system. You can make local, toll-free and DSN calls at no charge. You can use a calling card to make long-distance calls.
- FAX and copier services are available for "official" government business and for a fee for unofficial business.
- Newspaper machines are located in a variety of locations on each post.
- ATM machines are located in a variety of locations on each post.
- Facilities for those physically challenged are available at forts Richardson and Wainwright.
- Limited pet rooms are available to guests that meet policy parameters. There is a limitation of two pets per guest, and additional fees and deposits are associated with pets/pet rooms.
- A guest laundry is available in each lodging building. Soap vending machines are available for your laundry needs.
- Beverage vending and ice machines are located in most buildings.
- In-room amenities include clean, comfortable furnishings, cable television, hair dryer, microwave, small refrigerator, iron, ironing board, coffee service and limited personal convenience items.
- Available-upon-request items include bed-boards, answering machines, movies, games, security safes, cribs, rollaway beds and sofa sleepers.

Fort Richardson (Anchorage)

Welcome Center (Building 600), Room 101,

Telephone: (907) 384-0421

Hours of operation: 24 hours daily

Number of rooms: 111.

Fort Wainwright (Fairbanks)

Murphy Hall (Building 1045)

Telephone: (907) 353-7291

Hours of operation: 24 hours daily

Number of rooms: 109.

U.S. ARMY ALASKA HOUSING

All soldiers on Forts Wainwright and Richardson, in ranks private and above, who elect to serve “with-family-members” (accompanied) tours and who receive command sponsorship, are eligible to live in family quarters. All U.S. Army Garrison Alaska posts participate in the Army’s “PCS House Express” and provide quarterly updates of housing information, on and off post, available for transmission worldwide. All soldiers must check in at the Family Housing Office before making any arrangements for housing, including off-post housing. This includes all bachelor or unaccompanied officers and senior enlisted members.

In 2004, Alaska posts will be included in the Army Housing One Stop (AHOS) website, which will provide direct access to selected family housing plans and photos of family housing in Alaska. This will also have links to off-post rental opportunities and other sources of information regarding community housing. Your best source for current information on housing availability and opportunities will be the AHOS.

For those who will be renting community housing on an interim or permanent basis, advance research and planning is essential for a successful move. Like most states, Alaska’s Landlord-Tenant Laws are based upon the Uniform Residential Landlord and Tenant Act. The total amount charged for all deposits and prepaid rent (except the first month’s rent) cannot exceed two month’s rent. A rental lease is an important legal document and lays out responsibilities of both landlord and tenant. Soldiers should pay close attention to the presence of a military clause, required notice of termination, etc.

Tourism is one of the top three Alaskan industries, leading to a very seasonal (i.e., high summer) demand for lodging and housing. Families traveling to Alaska need to plan for lodging upon arrival by making reservations well in advance and using your sponsor for travel planning advice and assistance. Kennels fill up and most landlords do not accept pets. Use the links on AHOS to plan and confirm your accommodations (as well as those of family pets).

Single or unaccompanied soldiers, staff sergeants and above, live in Bachelor Officer Quarters or Bachelor Enlisted Quarters or off post. “Unaccompanied” soldiers who are voluntarily separated may be offered UPH on a “space available” basis only. Housing units on the Alaska posts are administered in compliance with AR 210-50 and local policies.

Family quarters units are each equipped with dishwasher, garbage disposal, washing machine, clothes dryer, electric range and refrigerator. Residents may not use personal

Moose are a common site in base housing areas.
Courtesy photo



dishwashers if they require any change to the existing plumbing or wiring. All personnel authorized quarters are allowed shipment of their full household goods weight allowance.

The doors, stairs and hallways of family quarters will not accommodate oversized furniture or large freezers. Refer to the previous chapter on shipping personal property for more exact information on the size of furniture pieces that will fit into post housing.

The Housing Furnishings Office will provide a “loaner issue” of furniture pending arrival of the member’s personal household goods. The “loaner issue” includes such items as beds, dining table with chairs, and davenport, but does not include bed linens, pots and pans, or curtains. Cookware and dinnerware can be obtained from Army Community Services on a first-come, first-served basis. Government furnished appliances are currently electric. At Fort Richardson, the introduction of natural gas service was completed in 2003; eventually family housing may convert to gas instead of electric appliances.

Each set of quarters is assigned a minimum of one parking space equipped with an engine heater outlet. The outlets have a 1,000-watt-maximum capacity, but even for very large engines, 850-watt heaters are adequate. Running extension cords from inside quarters to heat additional vehicles is not authorized.

Fort Wainwright has a variety of older and newer housing; the newer quarters have garages. Projects are ongoing to renovate the older units, as funds are available. There are garages for four-plex, duplex and single-family quarters.

Quarters are either two or three bedrooms, with some four and five bedroom units available in the newer housing at both installations. Most units are two-story eight-plexes, most with a full basement, while field-grade housing features duplexes (one floor with a basement).

Quarters for families with exceptional family members are available. It is very important for inbound family to coordinate any specific EFMP requirements with the housing office in advance of arrival. Personnel must have family members screened for the program before arriving here. A copy of DA Form 5888 (Family Member Deployment Screening Sheet) must accompany a copy of DA Form 4787 (Reassignment Processing) for approved travel for family members. Please make sure that any EFMP family members are enrolled in the program prior to your PCS to Alaska and please notify the Family Housing Office of your needs on arrival. The Director of Community Activities (DCA) administers the Exceptional Family Member Program.

All maintenance and repair to family housing is accomplished by either Self-Help, which includes the occupant’s own efforts to perform handyman-type work, or service calls on an individual job basis as requested by the occupant. Service calls cover jobs beyond the scope of Self-Help.

Assistance from the Directorate of Public Works can be obtained for routine and emergency work during duty hours. After duty hours and on holidays and weekends, service orders are performed on an emergency basis only for health, safety or security reasons.



Field grade officer housing, Fort Wainwright.
Photo: Spc. Rakim Ali

Fort Wainwright Housing **(907) 353-1666 (commercial)** **DSN 317 353-1666**

At Fort Wainwright, there are more than 1,800 sets of family housing quarters located on and off post. Depending on the number of PCS rotations and size of families departing, the wait for family housing can be from two months to a year. Typically, over one-third of families assigned to Fort Wainwright reside off-post in the Fairbanks – North Star Borough. The DOD policy of raising BAH rates to eliminate most out-of-pocket expenses for rental housing has greatly improved the ability of all ranks to obtain adequate affordable off-post housing. However, the vacancy rate is very seasonal and rental units become more difficult to obtain during the summer months.

There are 550 sets of 801 (Leased) Housing at Fort Wainwright. The Army arranged for a private developer to finance, build, own and maintain the first 400 units of 801 Housing that the Army needed. The second set of 150 units of 801 Housing is maintained by contract and located off post. In return, the Army leases the units back from the developer, and the homes are assigned as government housing.

Leased Housing is allocated for occupancy by grade category in the same manner as government owned housing. All ranks with the exception of Field Grade and above are eligible to occupy the 801 areas, to include certain units designed for exceptional family members. The units include spacious kitchens, attached garages and wall-to-wall carpeting.

Apartments off post, in June 2003, averaged approximately \$690 a month for one bedroom, \$843 for two-bedroom units, and \$1000 for three-bedroom apartments. Utilities will vary in cost, depending on location, type of utilities and time of year. It is

recommended that inbound families obtain a letter of credit, showing their most recent one-year payment history, from their current utility providers. If your credit history is good, Fairbanks area utilities will generally waive the requirement prior to initiating service.

The Fort Wainwright Housing Office provides, in addition to the Combined Housing Referral and Relocation Service (CHRRS), the Preferred Tenant Program (PTP). This is a service for soldiers who need to reside off-post for a period of one year or more while waiting for quarters or who would prefer to reside off-post permanently. This program is specially designed for military families and offers a 3% below market rate for rentals. For information concerning this program call (907) 353-1689.

Rent for houses is higher than for apartments or duplexes with an accompanying higher utility rate, especially if it is an all-electric home. (Natural gas is not yet available in Fairbanks and oil is a common source of home heating.) There are a limited number of four- and five-bedroom houses available. Soldiers requiring four or five bedrooms should be absolutely assured that housing is waiting upon arrival. For more information, call the Housing Office. The housing manager is in Bldg. 3401 at 353-1190 or 353-1666.

For off-posting housing, the CHRRS Office, 353-1660, is co-located in Bldg. 3401 with the Family Housing Office. The office is currently open from 7:30 a.m. – 4:30 p.m. Monday, Tuesday, Wednesday and Friday and 9 a.m. – 4:30 p.m. on Thursday. Although assignment to government housing is not mandatory, all military members desiring to live off post must process through CHRRS prior to entering into any rental or sales agreement.



Quarters with a view
Courtesy photo

Fort Richardson Housing

(907) 384-0309 (commercial)
DSN 317 384-0309

At Fort Richardson, there are more than 1,200 Family Housing units. Some provide a magnificent view of the Chugach Mountains. Junior officer and enlisted housing are located within walking distance of the Shoppette, schools and other services offered on post. Pets are limited to two (2) per household by post policies.

Family Housing and Lodging are located in Bldg. 600. Family Housing

is open from 8 a.m. to 5 p.m. Monday through Friday. The phone number is 384-0309. The Lodging office is staffed 24 hours, seven days a week. Call 384-0421 for reservations or information.

CHRRS rental listings are available for all members of the uniformed services and their families. Service is also extended to DOD civilian employees.

All military members desiring to

live off-post must process through the Fort Richardson Housing Office prior to entering into any rental lease or sales agreement.

Rental prices for unfurnished apartments range from \$500 to \$750 for one bedroom, \$850 to \$1,000 for two bedrooms and \$1,200 to \$1,400 for three bedrooms. Four-bedroom apartments start at \$1,400 and very few are available. The landlord usually pays all utilities except for electricity and gas, which together average about \$200 per month. Security deposits range from \$400 to \$2000. Very few units accept pets, particularly large dogs.

Independence Park housing, Fort Richardson
Photo: Sgt. 1st Class Willie Loper



Refurbished enlisted quarters
Photo: Sgt. 1st Class David Abrams

MILITARY POLICE SERVICES

The Arctic Military Police Battalion's 164th Military Police Company and 28th Military Police Detachment at Forts Wainwright and Richardson provide 24-hour assistance to the community with information about road conditions, basic requirements for licensing, directions, referral to on- and off-post agencies, coordination with civilian law enforcement agencies, and general information pertaining to military laws and regulations. Please contact the Fort Richardson Military Police Desk at 384-0823 or Fort Wainwright at 353-7535 for further assistance or questions.

Privately-Owned Vehicle Registration

Personnel newly assigned to U.S. Army Alaska with privately-owned vehicles (POVs) must register their POVs with the military police within three working days of arrival or acquisition of a POV. At the time of registration the owner of the POV is required to produce a valid driver's license, current vehicle registration (state) and proof of automobile insurance. POVs can be registered at either of the installation's Military Police Desks, Bldg. 656 at Fort Richardson or Bldg. 3028 at Fort Wainwright.

Privately-Owned Weapons (Firearms) Registration

All persons (soldiers and civilians) desiring to carry, transport, and/or store weapons on USARAK posts must register the weapon(s) on USARAK Form 877 (Registration of Privately Owned Firearms) at the MP desk. For the purpose of this regulation the term "post" refers to all areas within a respective post's main cantonment area as determined by access gained via a manned (military police/security force) entry control point at any USARAK installation. Areas exempt from the firearm registration requirements are all USARAK ranges and training areas (i.e.; Fort Wainwright's Tanana Flats and Yukon Training Area; all Fort Richardson lands east of the Glenn Highway to include Arctic Valley; and all Fort Greely lands lying east of Jarvis Creek, south of the creek's intersection with 12 Mile Crossing and all lands west of the Richardson Highway).

USARAK Form 277 (Weapons Registration Record) must be carried whenever a registered weapon is carried or transported on a USARAK post. A USARAK Form 277 obtained at one post is valid at any other USARAK post. Personnel residing on USARAK posts and desiring to store weapons in their unit arms room, bachelor officers' quarters, bachelor enlisted quarters, or on-post family quarters must register the weapon within three working days of arrival or within three working days of acquiring the firearm(s).

The Alaska Concealed Handgun Permit IS NOT valid on USARAK lands.

Recreational Vehicle Parking and Storage

On-post storage areas are available for most recreational vehicles, as storage within the housing area is not authorized (except on weekends immediately before or following use) without a special permit. Permission to utilize these storage areas can be obtained from Fort Richardson Outdoor Recreation, 384-1475, and Fort Wainwright Outdoor Recreation, 353-6349.

Drivers' Licenses

Military personnel are not required to get an Alaska driver's license or license plates if they are the sole owner of a vehicle and have a valid driver's license and vehicle registration from another state.

Family members of military personnel and civilian employees are subject to Alaska licensing and registration requirements. Family members must get an Alaska driver's license within 90 days after arriving in the state if not employed within the state. Civilians or family members employed on or off post must get an Alaska driver's license at the time of employment.

STAFF JUDGE ADVOCATE

A problem inherent in every PCS move is the possibility of damage to household goods and personal possessions during shipment. Claim forms and assistance in filing claims of any type are available from the USARAK Claims Division at Forts Wainwright and Richardson. Newcomers are urged to contact the claims office shortly after their property has arrived if damage or loss has occurred. Army regulations require claimants to visit a claims office within 70 days of the delivery of an individual's household goods and file the DD Form 1840-R, also known as the "pink sheets," which are received at the time of delivery.

The Fort Wainwright Claims Office is in Bldg. 1562. For more information, phone (907) 353-6507. The Fort Richardson Claims Office is on the third floor of Bldg. 600. For more information, phone (907) 384-0330. Both offices are open from Monday through Friday, 9 a.m. to noon and 1:30-4:30 p.m.

Attorneys are available to provide advice and assistance concerning personal problems of a legal nature to soldiers, family members and retirees. The office provides many services to include notarization of documents, powers of attorney, wills, adoptions, dissolutions of marriage and divorce, child support, landlord/tenant, real estate matters, vehicle purchases, debt problems and other legal issues. Guidance is provided on a myriad of other legal issues such as obtaining stays of court proceedings under the Soldiers' and Sailors' Civil Relief Act, assistance on replies to reports of survey and help with NCOER/OER appeals. Those seeking assistance should bring all documents pertaining to their problems with them.

The Fort Wainwright Legal Assistance Office is in Bldg. 1562 and is open Monday through Friday from 9-11:30 a.m. and 1-4:30 p.m., but closed on Thursday mornings. Except in emergencies and on Tuesdays, clients are seen by appointment only. The telephone number is (907) 353-6534.

The Fort Richardson Legal Assistance Office is in Bldg. 600 and is open Monday through Friday, from 9-11:30 a.m. (except Tuesday and Thursday mornings) and 1-4:30 p.m. Except in emergencies and for powers of attorney and notarizations, clients are seen by appointment only. The telephone number is (907) 384-0371.



Arctic Ocean

Beaufort Sea

Chukchi Sea

Bering Sea

Gulf of Alaska

Bristol Bay

Pacific Ocean