

# PCS CHECKLIST

Remembering essential documents and 'to-dos' during your military move.

## ORDERS AND POA

- 10 copies of orders
- Current POA

## PERSONAL RECORDS

- Birth certificates
- Marriage license
- Social Security cards
- Passport copies
- Checks

## TRAVEL DOCUMENTS

- Flight itinerary/confirmation
- Car rental reservation and agreement
- Clearing paperwork
- Leave forms
- Hotel reservations

## HOUSING

- Destination house lease
- Departing housing clearance
- Departing termination notices and contact information
- Destination utility contacts

## HHG/POV PAPERWORK

- High value items (brand/model and serial numbers)
- POV shipping forms (lien release, inspection sheet, etc)
- Documents/forms from movers

## MEDICAL & DENTAL

- Vaccine records
- Medical records
- DEERS/TRICARE enrollment forms
- EFMP screenings
- CYSS paperwork
- Veterinary records
- Dental records

## IMPORTANT CONTACTS

Airline

---

Hotels

---

---

Car Rental Companies

---

Local Friends

---

---

Schools

---

Doctors

---

Pharmacy

---

New Unit Staff Duty

---

Destination Utilities

---

USAA

---

Veterinarian

---

Pet Boarding Facility

---

## ADDITIONAL NOTES & REMINDERS

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---