

Thank you for your interest in Liberty Military Housing on Joint Base Lewis-McChord!

In order to promptly add your name to a wait list for Housing on Joint Base Lewis-McChord, **please submit all required documents together so your application will not be canceled due to missing required items.** Once your name is added to a wait list a Leasing Coordinator will contact you to discuss current wait times and availability.

Required Documentation

Documents required from each Service Member if you are Dual Military.

- **Lewis-McChord Housing Application (2 pages must be signed and dated within last 30 days)**

Please select your preferred waitlist. Once you have a chance to discuss with your Leasing Specialist your preferences and needs, we can assist you with changing waitlists if necessary.

- **Official Orders to JBLM**

If your orders show reporting from an unaccompanied OCONUS PCS tour, you may qualify for a credit up to 14 months. Please also submit your orders reporting to the OCONUS location for review.

- **DD1172 form(s) for all dependents. It must be signed on block #22, verified and dated within the last 30 days from RAPIDS self-service or DEERS office.**

- **Most Recent EOM LES-for verification of BAH.**

Options for sending your documents:

Fax: [253-912-2151](tel:253-912-2151)

Email: leasingservicecenter@livelmh.com

Mail: Liberty Military Housing PO Box 443 DuPont, WA 98327

If you have any questions, please feel free to call us at [253.912.2112](tel:253.912.2112). We are open Monday-Friday from 0800-1630 (PST).

Please visit our website at www.livelmh.com to view our communities.

Name - Sponsor (Last, First, Middle Initial)					Name - Spouse (Last, First, Middle Initial)										
Rank / Pay Grade	Date of Birth		SSN		If Dual Military: Rank / Pay Grade	Date of Birth		SSN - only needed if Dual Military							
Sponsor's Phone #					Spouse's Phone #										
Sponsor Civilian Email Address:					Spouse Civilian Email Address:										
Visit Our Website at LiveLMH.com For Current Waitlist Times and Qualifications															
Select One Waitlist / Bedroom Size:					Name can only be on one waitlist at a time										
When Is Your Desired Move In Date?					Wait times may vary based on availability										
Homes are assigned per "Live Where You Work" meaning that you have a higher priority on the side of the installation (Lewis or McChord Air Field) to which you are assigned. Choosing a housing community where you are not assigned may result in longer wait times.															
Dependent Information - Dependents must reside with Sponsor more than 6 consecutive months per year. Proof will be required for custody cases. Family members must reside in your home within 30 days of move-in in order to qualify for family housing.															
Name (Last, First, Middle Initial)		Age	Date of Birth	Sex	Relationship to Sponsor	Name (Last, First, Middle Initial)		Age	Date of Birth	Sex	Relationship to Sponsor				
Military Career Information			Sponsor		If Dual Military	Are you coming from an unaccompanied PCS ? Yes No If Yes, please include orders for review									
Branch of Service						Is your spouse active duty military? Yes No If Yes, Please include orders and DD1172									
Effective Date of Rank/Rate						Have you lived with Liberty Military Housing before? Yes No									
Date Signing Out of Current Duty Station Per DA31						If Yes, when? Address or Community:									
Report Date Per Orders						Do You Have Pets? Yes No How Many? \$250 Deposit Per Pet (Max 4)									
Date Arrving to JBLM						NOTE: Service members residing in privatized housing under the Army's Residential Communities Initiative (RCI) may not board any dog or a breed (including mixed breed) that is deemed "aggressive or potentially aggressive". These breeds are defined as Pit Bulls (American Staffordshire Bull Terriers or English Staffordshire Bull Terriers), Rottweilers, Doberman Pinschers, Chows, and Wolf Hybrid.									
Military Brigade/Unit/Squadron															
Please Read Carefully And Sign Below															
I hereby give my consent and permission that representatives of Liberty Military Housing may use my contact information to reach me by telephone, fax, text or e-mail. I intend for this consent to be effective following the date of my inquiry for family housing at Liberty. I understand that this consent will terminate only when I notify Liberty that I wish to revoke. Applications missing information or documents will not be accepted.															
A copy of Official Orders to JBLM (Soldiers Talent Profile/SURF accepted if currently stationed at JBLM for at least 6 months), current end of month LES, and DD1172 that is signed and dated within the last 30 days MUST be attached in order to process application															
Signature - Service Member						Date			Signature - Spouse (required if dual military)			Date			
Please Email All Completed Applications to Leasingservicecenter@livelmh.com or Fax to 253.912.2151															
FOR OFFICIAL USE ONLY															
Qualifying number of Bedrooms:		2	3	4	5	Circle all that apply				Verified no money owed		YES			
Wait list		_____				Anticipated Move In (AMI)		_____				Leasing Coordinator		_____	
P1		P2 Assigned to Location - Lewis McChord				P3 Assigned Elsewhere		P4 Incoming - Lewis McChord		P5 Single		P6			
Eligibility Date		_____				PER:		Orders		Leave Form		Application		Other:_____	
Availability Date		_____				ASAP (last day of current month)		DEFERRED		(same as report date)					
In Note: LC Name / Date entered / Add to "WL Rank Bdrm" / AMI / Elig Date "date per " / Assigned to Lewis or Mcchord / #Pets / **Any Notes Below / LC initials															
Pets #		None		Discuss WL options		Discuss LWYW									
Received By and Date:				Audited By and Date:				Entered into Yardi By and Date:							
														###	

Disclosure Statement of Registered Sex Offenders Applying for Government Owned, Leased, Unaccompanied or Privatized Housing

Privacy Act Statement

Authority: DoD 4165.63M, and E.O. 9397 (SSN). Army Regulation 420-1, Chapter 3. Sex Offender Registration and Notification 42 U.S.C § 16901-16962.

Principal Purpose: to determine an individual's eligibility for Army government owned, leased and privatized housing.

Routine Uses: Used by region and installations housing office personnel to determine eligibility for Army owned and leased housing; and by private partners who operate privatized Army housing for management and operational purposes.

Disclosure: Voluntary; however, failure to provide the requested information may impact eligibility for Army owned and leased housing, including privatized housing. Falsification of this form or any other information pertaining to your criminal history or your authorized dependent's sexual offender status may result in immediate denial of your application for or retention of military, government-managed or privatized housing.

POLICY STATEMENT

In accordance with DoD 4165.63M and Army Regulation 420-1, Chapter 3, to the maximum extent permitted by law. Sex offenders are to be identified and possibly prohibited from accessing Army installations with exception to privileges granted and occupying government owned, leased or Privatized housing.

Sex Offender Definition: Any person having been convicted of a criminal offense requiring registration per the National Guidelines for Sex Offender Registration and Notification Act (SORNA) (42 U.S.C § 16901-16962).

ACKNOWLEDGEMENT

1. Have you been convicted of a sex offense that requires registration in accordance with the Sex Offender Registration and Notification Act? Yes _____ No _____

2. Has anyone who intends to reside with you in government owned, leased, privatized or unaccompanied housing ever been convicted of a sex offense that requires registration? Yes _____ No _____

PROCEDURES

1. Military sponsors/Civilians submitting DD Form 1746, Application for Assignment to Housing (government owned, leased or privatized) are required to sign this acknowledgement and disclosure form. **Initial**_____
2. Occupancy of government owned, leased or privatized housing will not be approved for otherwise eligible applicants, if the applicant, or any authorized dependent, or live-in aide, residing in the home is a sex offender. **Initial**_____
3. Information disclosed in this form may be used to deny or approve housing and may further be used to access to the installation. **Initial**_____
4. Anyone found to be a sex offender after taking occupancy may lose the privilege of residing in government owned, leased or privatized housing, may be barred from the installation, and/or may be evicted, and will be required to pay all relocation expenses unless prohibited by law or otherwise waived by competent authority. **Initial**_____
5. The Installation or Regional Housing Office will immediately forward information regarding identified sex offenders to the Installation Provost Marshal and supporting Directorate of Emergency Services and supporting Staff Judge Advocate (SJA) office, to include a copy of the applicant's DD form 1746 and this Acknowledgement and Disclosure form. All information will be provided to Provost Marshal within two working days. **Initial**_____
6. Anyone found to have falsely certified this Acknowledgement shall be referred for barment or eviction as appropriate, and will be responsible for relocation expenses. **Initial**_____
7. Denial of an application for assignment to government owned, leased or privatized housing under the applicable policy, may be appealed to the Garrison Commander. **Initial**_____

CERTIFICATION

I have read and understand the policy. By signing this document, I swear or affirm the information provided in this document is true and accurate to best of my knowledge. I understand the policies, procedures and consequences described in this form, and that they apply to all persons who will reside with me. I understand that I am required to notify the installation housing office or privatized housing property management office immediately if circumstances change.

Signature of Applicant:

Date:

Signature of Applicant:

Date:

Signature of Housing Service Manager:

Date: