

*Welcome*  
to  
Headquarters  
United States  
European Command



***“Stronger Together since 1952”***

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HEADQUARTERS  
UNITED STATES EUROPEAN COMMAND  
UNIT 30400  
APO AE 09131

ECCS-HC

4 November 2015

MEMORANDUM FOR Newcomers to the United States European Command

SUBJECT: EUCOM Newcomer's Welcome Packet

1. Welcome to the United States European Command! As you prepare for your upcoming move to Germany, please take the time to review this welcome packet.
2. The Headquarters Commandant's Office and EUCOM Family Readiness Program have developed this packet in the hope that the information included will make transition easier. Included you will find several forms that can be completed prior to your arrival in Stuttgart, as well as information on services available through the U.S. Army Garrison Stuttgart.
3. While this packet serves as a good starting point for planning your move, we were unable to include everything in the packet. We strongly encourage you to visit the USAG Stuttgart webpage at <http://www.stuttgart.army.mil/> for more in depth information on housing and the other services available in the Stuttgart area. Other information can also be found on the EUCOM Homepage <http://www.eucom.mil/newcomers> and the Family Readiness Facebook Page [www.facebook.com/EUCOMHQFamilyReadiness](http://www.facebook.com/EUCOMHQFamilyReadiness).
4. Again, we welcome you to EUCOM, and look forward to your arrival in the Stuttgart area.
5. If you have any questions regarding this packet or its contents, please contact the EUCOM Joint Reception Center at DSN 314-430-6892, Commercial +49-711-680-6892 or email at [eucom.stuttgart.eccs-hc.list.jrc-group@mail.mil](mailto:eucom.stuttgart.eccs-hc.list.jrc-group@mail.mil).

  
GLORIA R. JONES  
CSM, USA  
Command Sergeant Major

  
JOHN F. LEIDE  
LTC, U.S. Army  
Commandant

## *Welcome Packet Summary*

The Headquarters United States European Command (EUCOM) team welcomes you to Stuttgart, Germany. We hope that you find this Welcome Packet helpful and useful while preparing for your transition. Included are attachments to aid your transition to your new overseas assignment which all inbound members should review.

- Base Information briefly summarizes the installations, services, and units that make up USAG Stuttgart

- The New Comers Checklist outlines what should be complete and what to expect prior, upon, and post arrival.

- The information sheet will help establish what living accommodations will be required.

- Ensure to review all Command Policy Letters enclosed.

- “Things I Wish I Knew” is a valuable tool to know what to expect while overseas that includes Traffic, Transportation, Culture, Travel, Shopping, and everyday life in Germany.

- If you are on accompanied orders with school age children, the Stuttgart School Fact Sheet will be beneficial on how to enroll children in on post schools.

- The Army Community Service (ACS) office offers a wide range of services for families such as Family Advocacy Program, Relocation Readiness Program, Financial Readiness Program, and the Loan Locker Program where you can temporarily sign out household items for 60 days until your Household Goods arrive.

If there are any further questions we can answer in order to further assist during your transition to Germany please feel free to contact the Joint Reception Center at DSN 314-430-8481.

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## **Base Information**

USAG Stuttgart is a part of Installation Management Command (IMCOM), and manages five installations in the Stuttgart area: Panzer Kaserne, Patch Barracks, Kelley Barracks, Robinson Barracks and Stuttgart Army Airfield. Along with Base Operations Support services, we also provide services to community members on a daily basis. These services range from Family and Youth programs, to Fitness centers, to housing and vehicle services, to ensuring our community's well-being, safety and shelter. Please contact your Sponsor and visit the USAG Stuttgart webpage <http://www.stuttgart.army.mil/index.html> for more information of your new assignment! The resources and units for each installation are listed below.

### **Panzer Kaserne:**

Garrison Command, Marine Forces Europe and Africa, Civilian Personnel Advisory Center (CPAC)

Panzer Hotel, Post Exchange, Food Court, Small Commissary, Elementary/ High School, Child Youth Services (CYS), On Base Housing, Post Office, Fitness Center, Housing Services Office, Dental Clinic, Veterinary Clinic, Passport and SOFA services, Installation Access Control (IACS) and ID cards, Vehicle Registration services, Education Center, Army Community Service (ACS), USO, Utility Tax Avoidance (UTAP) Office, Value Added Tax (VAT) Office, Voting Assistance Services, Outdoor Recreation, Galaxy Bowling & Entertainment Center, Automotive Skills Center, Military Clothing Sales & Shoppette.

### **Patch Barracks:**

U.S. European Command, Special Operations Command Europe, Defense Information Systems Agency, 52<sup>nd</sup> Signal Battalion, 554<sup>th</sup> Military Police Company.

Army Health Clinic, Food Court, Main Commissary, Elementary/ Middle School, Child Youth Services (CYS), On Base Housing, Post Office, Fitness Center, Community Center, Patch Movie Theater, Patch Library, Patch Car Wash, Shoppette & Gas Station.

### **Kelley Barracks:**

U.S. Africa Command, Special Operations Command Africa.

Kelley Hotel, Stuttgart Law Center, Commissary, Child Youth Services (CYS), On Base Housing, Post Office, Fitness Center, Community Center, Kelley Theater, Kelley Car Wash, Shoppette & Gas Station.

### **Robinson Barracks:**

Small Commissary, Elementary School, Child Youth Services (CYS), On Base Housing, Post Office, Fitness Center, Community Center, Robinson Library, Shoppette.

## **EUCOM NEWCOMER CHECKLIST**

### ***Pre-Arrival:***

- 🍏 First and foremost visit <http://www.stuttgart.army.mil/Relocation.html>. This site has great information for all matters pertaining to USAG Stuttgart, including a “Plan My Move” calendar that allows you to organize your tasks and create a personalized information packet.
- 🍏 Active duty military should expect contact from directorate sponsor no later than 60-90 days from arrival. Civilians and reservists may request a sponsor via garrison’s website <http://www.stuttgart.army.mil/Relocation.html> if not contacted by a sponsor.
- 🍏 **Housing:** There are some floor plans for on base housing available on the relocation website <http://www.stuttgart.army.mil/Relocation.html>. If housing is available you will reside on base, this is mandatory. All unaccompanied members E-6 and below will reside in the barracks if rooms are available. If you plan to reside off base, find out what your housing allowance will be, start looking and setting expectations early and register on the Automated Housing Referral Network website (AHRN.com). There are other sources available through the Panzer Kaserne Housing Office but may require realtor commission, which is typically not reimbursable.
- 🍏 **Driving:** Ensure your state side driver’s license is valid for the period of your new assignment. You must also pass a driver’s test and obtain the US Forces Certificate of License to own, operate, and even pick up your vehicle that is shipped. The Relocation website has a link <http://www.stuttgart.army.mil/Relocation.html> to practice the driver’s test and information about driving while assigned to USAREUR. If you plan to drive outside of Germany it is recommended to obtain an international driver’s license prior to departing. You may do so by contacting your local AAA office or you may acquire one upon arrival at your new overseas assignment. Insurance in Europe is generally more expensive than stateside, be sure you discuss this with your carrier well in advance. Vehicles brought from the states, or purchased locally, must be registered with USAREUR. All shipped vehicles and used vehicles purchased in Germany must pass a safety inspection before they can be registered. Ship your POV early as possible, as it could take up to 60 days to arrive.
- 🍏 **Passports:** Dependents of service members are required to have a Status of Forces Agreement (SOFA) stamp in their tourist passport. It is highly recommended to acquire this or an Official no-fee Passport prior to your departure. If you plan to travel outside of Germany it is recommended that you as well as family members apply for a tourist passport immediately. Family members who are issued no-fee passports cannot be used in lieu of tourist passports.
- 🍏 **Kids:** See the link provided; it will assist with the registration information for incoming families and all of the forms needed for registration are located here, <http://stuttgart.armymwr.com/europe/stuttgart/programs/parent-central-services/>. Most of

the registration process can be completed prior to the family's arrival. Recommend completing the medical paperwork stateside, due to the limited services provided here. Upon arrival, the Service member will need to visit the Parent Central Services (Patch Barracks Bldg. 2347) to sign consent forms and finalize their children's registration. At this time, active duty Army personnel will be issued vouchers for in-processing childcare, FREE Child Care for 16 hours per child (due to budget constraints this service is only available to Active Army personnel). Please keep in mind that children with special needs that have medical restrictions or have a special diet will need to have the DA Form 7718 completed prior to utilizing the FREE Child Care. For additional information refer to Tab K, and if you have additional questions or concerns you may contact Ms. Janelle E. Smith at DSN: 430-7483 or by commercial at 0711-680-7483 or via email at [janelle.e.smith4.naf@mail.mil](mailto:janelle.e.smith4.naf@mail.mil).

- 🍏 **Pets:** It is imperative to review the relocation website <http://www.stuttgart.army.mil/Relocation.html> under Pets for specific details to include restrictions, responsibilities and the paperwork required prior to travel. There are pet transport companies available (PetSafe via United) that will handle the details, however be prepared to pay for it as it can be expensive. For additional information regarding pet travel refer to Tab L.
- 🍏 **What to pack VS what to store:** This is a big decision, make it carefully. A good rule to go by is “less is best” that means DO NOT ship large appliances like washers and dryers etc. On base storage is limited to your quarters and there are limited off base storage facilities. Off base, 110V appliances require transformers and/or converters. For storage needs (most houses don't have closets), you'll be authorized one wardrobe/shrunk per person plus one for the household.
- 🍏 **Unaccompanied Baggage:** Some of the items you will need quickly: linens, towels, air mattress, bikes, toys, pet supplies, specific medications/supplements, toiletries, etc.
- 🍏 **ACS Lending Closet:** Dishes, cookware, microwaves, car seats, pack and plays, strollers, high chairs, and other initial “house set up” items are available for temporary usage that must be returned if needed before your unaccompanied baggage arrives. To see a more detailed list of available items refer to Tab J.
- 🍏 **Flights:** Be sure to go to your local SATO travel office to book your flight, do so as early as possible so that your sponsor can secure your lodging reservation and anticipate your date of arrival. It's also important to consider the weather if you're shipping pets. If it's too hot they will not be able to fly.
- 🍏 **What to expect from your sponsor in the pre-arrival phase:** Communication – early and often!
  - Assistance or lead on securing temporary lodging reservations
  - Setting up a Community Mail Room post office box for you (they'll need your orders)
  - Airport pickup

- Initial escort for inprocessing duties
- 🍏 **Misc:** Valid Security Clearance? Vehicle and Renters Insurance? Cancel all stateside cell phones/contracts, etc? Consider renting a car upon arrival to facilitate house hunting.

### ***Arrival:***

- 🍏 When are you scheduled to arrive? If you are on an overnight flight, your room will likely not be ready until the afternoon around 1400 hrs. If you are arriving on an overnight flight, consider reserving the room for the previous night (not reimbursable but worth it if you and your family need a bed) Your sponsor will pick you up from the airport so make sure they know in advance what your “load plan” looks like (ie you plus two bags vs you plus 3 kids plus 2 dogs)
- 🍏 Day 1: 1) Check into EUCOM Joint Reception Office, located on Patch Barracks Bldg 2308/Rm 107 to pick up USEUCOM inprocessing check list; 2) Installation Access Control (IACS); 3) Civilians to CPAC; 4) Marines to Marine Corps Forces (MARFOR). Your sponsor should pick you up and take you where you need to be for the first couple of days.
- 🍏 Pick up local maps, bus schedule and an installation phone guide at the desk where you pick up your garrison inprocessing checklist.
- 🍏 Purchase a cell phone and have your sponsor help load important numbers: MPs, their home and cell, office home and cell, hotel number, etc.
- 🍏 Recommend the Thrift Store on Patch Barracks, Stuttgart Yard Sales and Stuttgart Bookoo for used appliances, transformers, furnishings, etc.

### ***Post-Arrival:***

- 🍏 Check in with your sponsor daily.
- 🍏 Complete all three checklists and turn them in within 30 days: Garrison, EUCOM, and Directorate.



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UNITED STATES EUROPEAN COMMAND  
UNIT 30400  
APO AE 09131**

**Newcomer Information Sheet:**

The information provided on this form will be provided to your assigned sponsor so that they can best assist you with your pre-arrival, logistical needs. Please fill out the information below and return to your sponsor

**Personal Information:**

Last Name:	First Name:	Middle Initial:
Mailing Address:	Street:	Apt. Number:
City:	State:	Zip Code:
Current Phone:	Alternate Phone:	
Email Address:		

**Status:** (Please Check one)  Married/accompanied       Single/accompanied  
 Married/unaccompanied       Single/unaccompanied

**Accompanying Family Members:**

Name:	Age of Children:	Sex:	Relationship:	Exceptional Family Member:

**Pets:** (Please check one) Yes  No  Number of Pets  (Post housing has a two pet limit)

**Note:** Some dog breeds (Pit Bull, Staffordshire Bull, etc.) are considered dangerous and are banned from importing to Germany. Please visit the USAG Stuttgart Relocation webpage <http://www.stuttgart.army.mil/Relocation.html> and check with your transportation office for more information.

**Medical/Dental Needs:** Before you PCS it is important that you check your medical and dental coverage as it pertains to assignments outside of the U.S.

Expected Arrival Date: \_\_\_\_\_



# Joint In-Processing

*Guten Tag! Herzlich Willkommen!*

Our two-week course for all service members, civilians, spouses and children (aged 18 and above) is designed to familiarize new arrivals with the US Army Garrison-Stuttgart (USAG-S).

Here is an overview of our program:

## Community Briefings



Housing: On/Off post Services

Transportation: Learn the status of your household goods shipments



## In-Processing Training Week (ITC) Highlights

USAG-S policies *e.g. Military Police/Fire Services*

Available services *e.g. Child & Youth, Adult education, Libraries, Religious Support*

Mandatory annual training *e.g. master Resiliency, Substance Abuse*

German Hospital Tour: learn about local medical services

Enrollment procedures *e.g. TRICARE, CYS*



Driver's Training and testing: orientation and driver's license testing



## Host Nation Orientation

Learn about local traditions, customs, regional cultures and events *e.g. food, festivals*

Learn useful, everyday phrases *e.g. numbers, greetings*

Overview of local transportation system *e.g. forms of transportation, ticketing system*

For ITC enrollment please call the Central Processing Facility (CPF) at DSN: 431-2599 or  
email: [usarmy.stuttgart.imcom-europe.list.cpf@mail.mil](mailto:usarmy.stuttgart.imcom-europe.list.cpf@mail.mil)

The CPF is located on Panzer Kaserne, 1st floor, Bldg 2913

For additional information please visit the USAG-S website at [www.stuttgart.army.mil](http://www.stuttgart.army.mil)

## Host Nation Orientation Lesson Plan

0900 – 1120	<p>Welcome students to Stuttgart and the HNO class. German class instructions with a ten minute intermission.</p> <p>Introduce vowels, consonants and diphthongs of the German alphabet, useful phrases, greeting &amp; farewell, numbers, euro coins, bills, and restaurant vocabulary.</p> <p>English handouts on public transportation systems VVS are available in the classroom.</p>
1120 - 1135	Central Processing to handout certificates to the students. Free Time.
11:40	Military bus will pick up participants at the bus stop next to Central Processing building and drive them to Sindelfingen Goldberg S-Bahn Stop.
12:03	Departure to Stuttgart main train station.
1230 – 1300	Tour of the main train station building to include all five floors. Provide information on public transportation and Deutsche Bahn trains.
1300 – 1340	Lunch break at the train station. Teacher will be with the participants at all times.
1340 - 1600	Take participants to Downtown Stuttgart. Walking to include Tourist information, Upper Palace Park, Castle, Schossplatz Palace Square, and Market Hall. Participants can walk around for fifteen minutes on their own and will meet on the exit right across from the toy store (Spielwaren Kurtz, Koenigstrasse).
1605	Depart from S-Bahn stop Stadtmitte to Sindelfingen Goldberg.
1645 - 1700	Class will be finished.

**Note: Please bring euro to cover cost of train fare and your lunch, approx. 15-20 euro.**



DEPARTMENT OF THE ARMY  
UNITED STATES ARMY GARRISON STUTTGART  
UNIT 30401  
APO AE 09107-0401

IMSG-ZA

13 FEB 2014

MEMORANDUM FOR All Military Personnel Assigned to USAG Stuttgart

SUBJECT: USAG Stuttgart Command Policy Letter # 63 – Mandatory Housing Assignment

1. REFERENCES:

- a. Memorandum, HQ USAREUR and IMCOM-Europe, dated 14 June 2011, Subject: Housing Assignment Policy for the Army in Europe.
- b. AR 420-1, Army Facilities Management, 12 February 2008, Rapid Action Revision (RAR), 24 August 2012, Section 3-16 Para k. (7).
- c. AE 37-4, Providing Temporary Lodging Allowance in USEUCOM, 07 May 2010.

2. PURPOSE: To establish USAG Stuttgart Mandatory Housing Assignment Policy.

3. APPLICABILITY: All eligible Military Personnel assigned within USAG Stuttgart.

4. POLICY: In order to maximize the use of adequate on post quarters, eligible accompanied Service Members will be assigned involuntarily to available adequate Army Family Housing (AFH) units. Only when adequate AFH cannot be provided within a maximum of 60 days of arrival will Service Members be issued a Certificate of Non-Availability (CNA) authorizing them to seek off post Private Rental Housing (PRH).

5. In the event that a Service Member declines assignment to adequate AFH and elects to reside in PRH, Overseas Housing Allowance (OHA) and Move-in Housing Allowance (MIHA) are not authorized. All costs associated with residing on the economy will be at the Service Member's expense.

IMSG-ZA

SUBJECT: USAG Stuttgart Command Policy Letter # 63 – Mandatory Housing Assignment

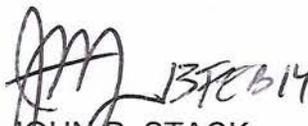
6. When PRH is authorized, an aggressive housing search must be performed in order to retain Temporary Lodging Allowance (TLA) eligibility. For USAG Stuttgart, an aggressive Housing Search is defined as a minimum of 3 to 4 property viewings per week. Failure to perform an aggressive housing search, as determined by the Housing Office, may result in immediate discontinuance of TLA entitlements. NOTE: Verification procedures include, but are not limited to, completion of Viewing Comment Cards signed by the property owner/manager or a similar written document representing properties viewed. Complete procedures will be explained in detail by your servicing Housing Counselor during your in-processing brief.

7. Service Members (SM) must secure a temporary month to month rental if locating permanent off post quarters would likely take the SM beyond 60 days of TLA. For your convenience, a list of affordable month to month rental properties is located in the Housing Office. A month to month rental lease will initiate your OHA entitlement and take you off of TLA status. USAG Stuttgart does not provide temporary housing accommodations.

8. TLA is not authorized beyond 60 days unless extenuating circumstances/sufficient justification exists that is out of the control of the SM. In the event a SM believes that special conditions exist, an Exception to Policy (ETP) to extend TLA entitlement must be staffed through the SM's commander and submitted to the Housing Office at least 10 calendar days prior to the 60<sup>th</sup> day of TLA. ETP's must contain proper justification and include verifiable details of his/her unique situation. NOTE: It is the SM's sole responsibility to ensure ETP requests are submitted on time to the Housing Office. ETP's submitted beyond the 50<sup>th</sup> day of TLA may not be considered.

9. This memorandum is valid until superseded.

10. The point of contact for this policy is USAG Stuttgart, Chief, Housing Division at DSN 431-2218 or civilian: 07031-15-2218.

  
JOHN P. STACK  
COL, SF  
Commanding



DEPARTMENT OF THE ARMY  
UNITED STATES ARMY GARRISON STUTTGART  
UNIT 30401  
APO AE 09107-0401

IMSG-ZA

20 MAY 2015

MEMORANDUM FOR All Service Members, Civilian Employees and Family Members Working or Residing in USAG Stuttgart.

SUBJECT: USAG Stuttgart Command Policy Letter #51, Off-Post Uniform Wear

1. REFERENCES:

- a. HEADQUARTERS USEUCOM OPORD 11-05, Antiterrorism, 31 May 2011
- b. USEUCOM FRAGORD 001 TO OPORD 11-05, Off-Post Uniform Wear, 2 November 2011
- c. USEUCOM TASKORD Enhance Force Protection Posture, 26 September 2014
- d. FRAGORD 001 TO USEUCOM TASKORD to Enhance Force Protection, 10 November 2014
- e. USAREUR TASKORD 14-0490, Enhanced Force Protection Measures, 14 November 2014
- f. MOD 1 to USAREUR TASKORD 14-0490, Enhanced Force Protection Measures, 14 November 2014
- g. AER 525-13, Antiterrorism, 16 October 2013
- h. AE PAM 525-13, Antiterrorism, 16 October 2013

2. PURPOSE: To establish the USAG Stuttgart off-post uniform wear policy.

3. APPLICABILITY: This policy applies to all Department of Defense personnel assigned, attached, or in transit in the USAG Stuttgart area of responsibility, except those who fall under chief of mission responsibility for force protection. This policy does not apply during military missions (e.g. official ceremonies, band appearances, training events, etc.) or operations where the wearing of uniforms is consistent with the mission and mode of travel. Commanders may establish and enforce more stringent requirements on personnel within their organization as appropriate to the threat and circumstances, as they deem necessary.

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SUBJECT: USAG Stuttgart Command Policy Letter #51, Off Post Uniform Wear

#### 4. GUIDELINES:

a. Personnel traveling within or transiting the USAG Stuttgart AOR via commercial means (e.g., aircraft, trains, buses, taxis, etc.) will wear civilian clothing. When possible, personnel will not carry items such as luggage and backpacks that readily convey an affiliation with DoD. This includes camouflage pattern backpacks, military style backpacks, or duffel bags. Personnel traveling via military / military contract transportation will wear the uniform prescribed in applicable deployment or travel orders.

b. Uniforms will not be worn to off post restaurants/food vendors, shopping areas, theaters, or other high population venues.

c. Exceptions to 4.a. and 4.b. above can be made for formal dinners, balls, and receptions when proper security measures have been taken. Off-installation gatherings in uniform of up to 299 personnel require a special event packet signed by the Garrison Commander submitted 30 days in advance IAW table J-1, AER 525-13 Antiterrorism. Off-installation events with 300 or more DoD personnel, regardless of uniform, require General/Flag officer approval and must be submitted to the Garrison Commander for approval 45 days in advance.

d. Service Members, when not attending off installation events for which uniforms are otherwise authorized per paragraph 4.c., are not authorized to wait in uniform in off installation establishments such as hotel lobbies and curbsides while awaiting transportation.

e. Any reference to uniforms in this memorandum includes physical fitness and JROTC uniforms.

f. Physical Training (PT) uniforms are not authorized to be worn off post. PT tests that must be conducted in a PT uniform will be conducted on post. Unit PT formation runs will not occur off post, regardless of uniform.

g. Members of the Junior Reserve Officer Training Corps (JROTC) will comply with all uniform standards prescribed in this policy letter as cadets may be mistaken for service personnel.

h. Uniforms will not be worn when traveling by motorcycle/scooter, bicycle or foot. (FPCON). Personnel traveling on motorcycle/scooter, bicycle, or foot will not carry backpacks that readily convey DOD affiliation.

i. DOD personnel in off installation hotels may wear uniforms when departing or arriving in an enclosed private, government, or rental vehicle. Uniform wear in public areas of hotels, such as breakfast or dining room, bar, or fitness room, is prohibited.

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SUBJECT: USAG Stuttgart Command Policy Letter #51, Off Post Uniform Wear

j. Uniforms when not worn will be carried in an inconspicuous manner, out of plain sight. Specifically, service members should not utilize public transportation, walk or bike off installation while carrying their uniform in a transparent bag or uncovered on a hanger.

k. DoD conferences, and special events off post in the USAG Stuttgart AOR should be held in civilian clothes.

l. Service Members picking up personnel from the airport will wear civilian clothes.

m. Service Members are not authorized to wear miscellaneous uniform items such as cold weather or wet weather jackets and pants, regardless of whether the uniform items are part of current service uniforms (e.g., BDU, DCU), while participating in MWR, USO, or unit sponsored outdoor activities (skiing, snowboarding, hiking).

n. Uniforms are authorized on shuttle buses at all FPCONs.

o. Uniform wear while escorting children to/from or waiting at off-installation DODDS bus stops is prohibited.

p. Uniform wear is authorized when representing the US military at an official Host Nation (HN) function.

q. Uniform wear while conducting military operations, training events and exercises is authorized. Commanders should minimize wear off US or HN military installations when possible.

5. During FPCON NORMAL, ALPHA, and BRAVO, wearing of military uniforms off U.S. or HN military installations and /or outside of other controlled environments is authorized only for:

a. Direct vehicle travel among domicile and US or HN military installations only while traveling via an enclosed private, government, or rental vehicle. Uniform wear is prohibited while traveling by motorcycle/scooter, bicycle, or foot. Uniforms are not permitted on any form of public transportation, including taxis.

b. Brief essential stops at public locations, such as gas stations or off-installation child care facilities during commutes. Dwell time should not exceed 10 minutes and stops should not be routine or predictable in nature. Stops at fast food restaurants, shopping areas, or other public venues are not authorized.

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SUBJECT: USAG Stuttgart Command Policy Letter #51, Off Post Uniform Wear

c. Foot marches off post with military equipment. Uniform wear while conducting military operations, training events and exercises is authorized. Commanders should minimize wear off US or HN military installations when possible.

6. During FPCON CHARLIE, wearing of military uniforms off U.S. or HN military installations and /or outside of other controlled environments is authorized only while traveling between home and work, and to official functions.

a. Military uniforms are not authorized to be worn for brief essential stops such as off installation childcare facilities or service stations or non-essential/convenience-related stops at fast food establishments, convenience stores, markets, or other related locations.

b. No PT off post regardless of uniform.

c. Foot marches off post with military equipment is not authorized.

7. During FPCON DELTA, wearing of military uniforms off U.S. or HN military installations and /or outside of other controlled environments is not authorized except when traveling to and from command directed official functions.

8. The USAG Stuttgart Threat Working Group will conduct periodic reviews of this policy ensuring that it remains adjusted to local conditions, threats, and future guidance.

9. The point of contact for this policy is the USAG Stuttgart Antiterrorism Officer, Mr Laney Rich, at 431-2033 or [laney.d.rich.civ@mail.mil](mailto:laney.d.rich.civ@mail.mil).



GLENN K. DICKENSON  
COL, MI  
Commanding

THE UNOFFICIAL GUIDE TO NOT REINVENTING THE WHEEL [or] WHAT IT TOOK US FOREVER TO FIGURE OUT

# Things I Wish I Knew .pdf

Compiled by The Spouses of Special Operations Command, Europe



# Things I Wish I Knew

Moving to Europe often involves getting used to different ways of doing things.

This list was compiled by our SOCEUR spouses, in the hope that you will never have to say, as so many of us have, “Gosh, I wish I’d known that!”

**Second Edition, June 2009**

1st Edition published May 2008

Compiled by The Spouses of SOCEUR

Designed by Kirsten Carlson

## DISCLAIMER

This guide is made up of notes and suggestions for making life overseas a little easier and more enjoyable. Some things we learned the hard way, and we hope what we've learned will be helpful to you. However, we are not experts, and all information is based on our own personal experiences.

# All Things Automotive

## DRIVING, PARKING & FUELLING

1. When using the fuel ration card at off-post Esso Stations, remember that the card tracks the number of liters allotted to that vehicle only; the money on the card applies to all of the vehicles your family has. If you accidentally go over the dollar amount you have in the card's account, AAFES will still allow the transaction to go through; you will just have to pay back the amount over and put more funds in before you use the card again. However, if you exceed the number of liters you have left for the month on that vehicle, the transaction will not go through and you will have to pay for the entire amount of the transaction in Euros, and at the German rate, which right now is about \$9.00 per gallon.
2. The blue parking disc that you receive for showing how long you have been parked in a parking space is not only for use in town. You are required to use it for many on-base parking areas as well, to include the Post Office and Commissary on Patch. When in doubt, put it out!



Bottom line: always know the dollars and liters left on your card.



3. When parking in a pay German parking lot or garage, you must take your ticket to a "Kasse" (Pay Here) machine (usually somewhere in the lot or at the entrance to the garage) and pay for parking *before* you try to drive out of the lot. If a store or restaurant validates parking (and this may not be full validation, only partial), you must get your ticket stamped, and *still* bring it to the Kasse to be stamped before you go to your car. The gate will not accept your ticket and open unless you have already paid or had the validation stamp scanned in the machine.
4. On-street parking usually requires payment as well. Look for the "Parkscheinlosen", a nearby metal box mounted on a pole where you can purchase your ticket. You must buy a ticket (good only for a certain amount of time; stated on both the machine and ticket) and place it in the window of your vehicle *before* you go to dine, shop, etc. If you don't have one, or if it expires, you can be ticketed.
5. Stay out of the left lane on the Autobahn unless you are passing; in Germany, the left lane really is for passing only.
6. Occasional frustration is a part of the driving experience; however, do not express your anger by "Flipping the bird", following too closely or flashing your high beams at someone – you can be ticketed for doing so, and the fines are very high.
7. Slow down if you see the cars ahead of you slowing; it usually means a traffic camera, an accident or a strau.



- 8.** Since we mentioned it, “*trau*” is one of the first German words you should learn. It means traffic jam, and is unlike anything you are likely to see in the States outside of major metropolitan areas. Tune in to your radio for regular traffic reports (both AFN and local radio stations have them) and avoid *stau* if possible. Autobahn A8 directions Karlsruhe and Munich, A81 direction Singen, and the B14 to Stuttgart Zentrum are often heavily congested during morning and evening rush hours.

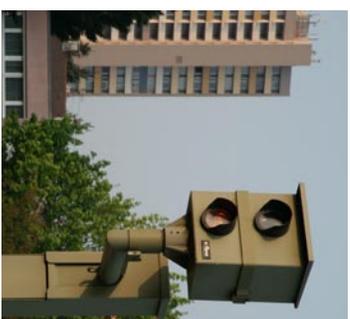


- 9.** Your child will likely need a booster or car seat here until 12 years of age. If your child is under 12 and shorter than 150 centimeters (about 59 inches), he or she must be in a car seat or booster seat. If they are under 12 and 150 centimeters or taller, they must use a seat belt; no booster seats are allowed. If they are 12 or older, regardless of height, they must use a seat belt (no boosters).

- 10.** Owning a GPS is invaluable in Europe. You can buy one in the States before you PCS (it may be less expensive) and purchase the European map disks, if they are not included. Depending on the brand you choose, you may also be able to download maps online.

- 11.** If you purchase a used car here, especially from another military family who is PCS'ing, remember that many of these cars have German “*speccs*” (specifications), a you are not sure, ask. Good indicators: speedometer in kilometers, gas gauge in liters. These cars cannot be taken back to the US without a conversion (usually expensive). If the car has US “*speccs*”, you can take it back to the States.

- 12.** Talking on your cell phone while driving will get you a 40 Euro fine. You can be fined even if the car is stopped, but the engine is running. If you need to take or make a call, pull off the road and turn off your engine.



- 13.** You can be fined for running out of gas on the Autobahn.

- 14.** Traffic cameras are very common in Germany, and not all of them are stationary. Some are mobile, and are moved place-to-place. You may or may not see the flash if you are photographed speeding, but you will get the ticket in the mail. Your fine must be paid in Euros, by wire transfer, which can be done at any bank, on or off-post.

- 15.** Always carry both your stateside and your USAREUR licenses with you, and have your green international insurance card (provided by your insurance company) in your car at all times.

- 16.** It is a very good idea to have ADAC, which is the German equivalent of AAA. ADAC annual membership covers the driver, not the car; if you are

- married, it is best to have ADAC Plus (sort of like ADAC on steroids), which covers both you and your spouse. ADAC offers towing and breakdown/road service in almost any EU country. You must keep your local address, not your CMR, in your car. It must be printed on an official document. If you live on-post you can ask ADAC to mail you your membership cards to your on-post German address. If you live on the economy, you can use any piece of mail that has your German address on it. You will need your official German address if you ever need to obtain a rental car through ADAC. They have an office in Breuningerhand in Sindelfingen, and can also be found on the web at [www.adac.de](http://www.adac.de).

- 17.** Ship your car EARLY and rent a vehicle in the States so that your vehicle is already here when you arrive. Renting a car is expensive (and you'll get a tin can) in Germany, plus the military does not reimburse you for this added expense.



# Transportation

## TRAINS & PLANES

1. Do not try to use public transportation without a ticket. The ticket checkers are hard to spot, and it will cost you an immediate 40 Euros if you are caught. Remember that all tickets need to be punched before you ride, both going and returning; look for the orange boxes near the escalators or on the platform.
3. When purchasing a ticket for the U-Bahn or S-Bahn from the automatic ticket machines, look for the little country flags on the screen before you start and press the button next to the British flag; the screens will display in English.
4. Long-term parking at the Stuttgart airport can be extremely pricey. If you can, arrange a ride with friends, or take a taxi. Either is going to be a less expensive option.
5. The website for the German train system (within and outside of Germany) is [www.dbahn.de](http://www.dbahn.de); the one for the Stuttgart regional train and bus is [www.vvs.de](http://www.vvs.de). Both have English pages, and you can book tickets online or check schedules.



2. It is legal to bring your dog or cat on German trains, but make sure that your pet doesn't get nervous in crowds; the trains are generally very full during morning and evening rush hours.



# Health Care



If you have a family emergency and need to go to a local German hospital, *always* remember to call the MP Desk first. They will have a translator call the hospital for you, and can also sign an ambulance in to base if that is needed. If you are out and about and have to go to a German hospital, call them as soon as possible. They will notify the translator and also TRICARE and the Patient Liaison.

MP DESK #: 0711-680-5261/5262.

# Shopping



1. If you go to a German grocery store or other store that uses shopping carts, you must put a 1 Euro coin in the handle to unlock the cart for use. You get the coin back when you return the cart and lock it in with the rest.
2. Always carry Euros! Germany is essentially a cash economy. Many German grocery stores, smaller stores, bars and restaurants do not take credit cards. You must pay in Euros or with a German EC (Electronic Cash) card, which you receive only if you open an account with a German bank.
3. You may want to bring extra pillows and linens for all your beds, especially if you have a preference as to brand, thread count, etc. The selection at most PX's is necessarily limited, and you may or may not be able to order what you want online.
4. For Navy, Marine and Air Force service members, you may want to visit your Uniform Shop stateside before coming to Germany. AAFES Clothing Sales has a very limited selection of items for services other than Army. The store also does not do special orders; you must do them yourself, by phone or online, and should factor in shipping time. You may also want to stock up if a Uniform Shop/Clothing Sales store for your branch of service is available somewhere you are TDY/TAD.
5. Keep a VAT form in your glove box, even if you are not intending to go shopping that day. It will save you the 19% tax, and you never know when you might find that great piece you've been looking for!



6. Online shopping can be a great way to get things that are hard to find and/or expensive in Europe; however, check shipping and handling costs before you order. Also, make sure the company ships to APO addresses before filling your "cart"; most do, but there are some that don't.
7. "Never a Dull Moment" is a great guide to shopping and sightseeing in Germany. It is published by AWAG, and includes information on both Germany and other EU countries. Most entries will have street addresses, phone numbers and hours of operation, but since things do change, it is wise to call ahead and check, especially if the place you want to go is some distance away. "Never a Dull Moment" can be purchased at the USO on Panzer Kaserne.
8. Many German stores, including some groceries, do not give out shopping bags. You can purchase great cloth bags that fold up and store in a tiny pouch that clips to your purse; check local retailers. These bags are also very useful at flea markets.
9. Hornbach's (closest is in Boblingen) is very similar to Home Depot in the States. They also take VAT forms.
10. Shipping to and from the States can be expensive and time consuming. Christmas packages nearly always need to be mailed a week or two before Thanksgiving. The Post Office publishes a "Mail By" guide every year with the dates by which packages must be mailed to get to the US for Christmas. Also, consider shipping time when ordering gifts that you want to have here before the holidays. For gifts to Stateside family and friends, consider ordering online and shipping directly to the recipient; it could save you time and money.



**11.** Most towns have at least a weekly open-air market from spring until fall; some are year-round. Fresh vegetables, flowers, meat, cheese, wine and other local specialties are only some of what is available.

**12.** You may use any German bank Geldautomat (ATM/“green machine”) that takes your ATM card to get Euros. Exchange rates are not created equal; German banks typically offer an exchange rate that is slightly better than what you get at an American bank. If you are making a big purchase or if you pay your monthly bills in Euros, using the green machines may save you some money.

## Geldautomat

**13.** Christmas wouldn't be Christmas in Germany without the Weihnachtsmarkt or Christkindlmarkt (Christmas Markets). The ultimate website is [www.weihnachtsmarkt-deutschland.de](http://www.weihnachtsmarkt-deutschland.de).

**14.** Don't rely on the PX to have the sport shoes, socks, shin guards or other sports equipment your child needs. The REAL and Marktkauf stores have a selection of sports items, and Deichmann

has inexpensive soccer and other sports shoes. You also may want to consider ordering online if there is a specific brand or size you need. Whatever you decide to do, we suggest that you do not wait until the last minute to purchase your child's sports supplies.



**15.** Do not throw plastic or glass bottles away (sodas, juices, yogurts, beer bottles, etc) as you can turn many of them in to grocery stores (look for the automated machines) to get money back to spend in the store! Some people will even look through American dumpsters and collect returnable bottles (look for the word PFAND on the label). Pfand = cash for you! Most stores automated machines will kick out a voucher you can use when you make your purchases and take that amount off your purchases. Instant savings!

**16.** The PX has a limited supply and selection of Halloween costumes. Check on the Internet, and order as early as September. You can also pick up costumes in the local stores during Fasching season (German equivalent to Carnival or Mardi Gras).

**17.** If your child has his or her heart set on a particular themed birthday party, the supplies may not be available here. This is another thing you may want to order online, and early.

**18.** The REAL store has a frequent shopper's card that you can get at their information desk. You can collect points, and then redeem them on their website for free stuff. Check the desk when you visit; usually the person manning the desk does speak English.



**19.** Typical store hours in Germany are not like those in the States. For anyone used to the 24/7 American shopping ideal, this may come as a shock. Stores are usually open from 8:00 or 9:00 am, and close at 6:00 pm. Many smaller stores close for lunch, and on Saturday, many close between 2:00 and 4:00 pm. Stores are not open on Sunday.

**20.** There is a Flohmarkt, or flea market, every Saturday morning at the Karlsplatz in downtown Stuttgart. You can take the train to the Stuttgart Hauptbahnhof, then walk up through the pedestrian zone.



# Around the House

1. Many of the crew members who will be working your household goods delivery do not speak English (or German). There should be at least one crew member who does speak English, but he or she cannot be everywhere at once. To help facilitate getting everything to the right room, make a list of all the rooms in your new house, and assign a corresponding number to each. Tape a piece of paper with the right numbers on the door or doorknob of each room. As your goods come off of the truck, use a thick marker to mark each box with the correct room number (this is also a great job for your kids, if they are old enough). All your stuff will almost certainly make it to the right room!
2. If you use transformers, turn them off when not in use, as they pull a lot of power.



3. Whether living on-base or in town, you can plug your 110v lamps into 220v outlets without using a transformer. You will need only a plug adapter and European light bulbs (do not try to use American bulbs – they will blow up).
4. Doors and windows in homes on the economy generally do not have screens.
5. Most German houses do not have air conditioning (nor does on-post housing). While most of the year here is fairly temperate, it does get hot for some weeks in the summer. Window A/C units and fans from the States will use a lot of electricity with a transformer (off-post) and window A/C units of any type are not allowed in on-post housing. German standing fans are your best bet, and fairly inexpensive to acquire. Check the SCSC Thrift Shop on Patch, or even near the housing dumpsters (many people just put them out for the taking when they PCS).

6. US digital alarm clocks that are plug-in and not battery-operated will not keep correct time here, as the cycles are different. Advice: Purchase your alarm clock on the local economy.



7. Most German windows do not use curtain rods such as are common in the US (this is true for most on-post housing as well). Also, the walls in most German houses, as well as in on-post housing, are a cement type rather than dry wall construction. If you want to put up curtain rods, you may need permission from your landlord, as you will likely have to drill holes and use screw anchors to put them up.
8. You will have to decide for yourself what works best for your family when it comes to your 110V appliances and items such as grills and Christmas lights. Renovated on-post housing units do have 110 outlets in the kitchens and bathrooms, but off-post housing does not. Also, certain 110 appliances, when used with a transformer, either use more power than you
9. Check the SCSC Thrift Shop on Patch Barracks before buying new German appliances or transformers; many people who are PCS'ing will consign or donate their German appliances before they leave, and you may find what you need at a very good price.
10. Just as with any military move, make sure you have an accurate list, photos or videos of your household goods, and receipts and appraisals for your valuables. Appraisals are important for full replacement value for damaged items, especially those you have had for some time; prices may have gone up significantly since you purchased them.
11. Stuttgart on-post housing has 110 voltage, so it is okay to bring your small American appliances and vacuum cleaners. Some, like the expensive stand mixers and other appliances that cycle (alarm clocks), may have trouble, but most work just fine.

**11.** If you live out in town, you can purchase heating oil through the Customer Service Desk at the Panzer Main Exchange. AAFES has a contract with a local company; the price does change daily. If you choose to use the program, fill out a form at the Customer Service Desk, pay for your oil and schedule your delivery. A 5% AAFES surcharge applies. You can also simply check the price and use it as a basis for comparison off-post.

**12.** Also for those of you who live on the economy: periodically get a signed “review” of your home from your landlord. When you PCS, a record of review will make it easier for you to get your deposit back, in the case of any dispute with your landlord as to the condition of your premises.

**13.** Please note that in writing money amounts, Europeans use a comma where we use a period and a period where we use a comma. For example,  
\$35.00 is €35,00.  
\$35,000 is €35.000.  
You do not want to make this mistake when paying your bills.

**14.** If you live on the economy, you may want to consider joining the German Renter’s Club. For an annual fee, you are entitled to their lawyers’ assistance with landlord/tenant disputes, and they can answer questions regarding your rights and responsibilities. Contact Mieterverein Sindelfingen, Untere Vorstadt 17, 71063 Sindelfingen. Tel: 0703-187-9544 or 0703-187-9661. Hours are Tuesday through Friday from 8:00am to Noon, and Thursday from 2-6pm.

**15.** Renter’s vocabulary: your rent is the **Miete**; you are the **Mieter**, and your landlord is the **Vermieter**. **Kaltniete** is your basic rent without additional charges.

**Warmmiete** is the rent plus additional charges. **Nebenkosten**, or additional charges, could include a parking space, trash, insurance, etc. Be sure to check exactly what is included.

**16.** If you live on the economy and request them, the Housing Office will provide you with an American fridge/freezer (larger than the German ones) and a washer and dryer. You will receive either a German or an American washer/dryer, depending on the water exchange and venting capabilities in your home. The German washer heats the water inside, rather than piping in hot water. The German dryer is a condenser machine that pulls the water out rather than heating your clothes dry.

**17.** The water in this area is quite hard, and calcium deposits build up very quickly. You should use an additive in your dishwasher along with your dishwasher soap tabs. “Somat” is the popular brand, and can be found in the commissary as well as locally.



**18.** Germany has fairly strict rules regarding what you can and can’t do in your house or apartment. For example, you may not wash cars in front of your house on Sundays or holidays (or at all, in some areas). You may not mow your lawn, weed-whack or engage in any other loud activities on Sundays or holidays, or during posted “quiet hours”. There also may be regulations as to whether and where you can install a satellite dish, and for storing items in and around your house such as bicycles, gas grills or mowers.

**19.** Depending on the town where you live, there may be regulations for on-street parking for residents and guests. You may need to apply for a resident parking pass (Anwohnerausweis) at the Rathaus. You will need to show proof of residency, such as your rental agreement or a utility bill, and your auto registration. Be sure the proof of residency is in German and contains your name and residence address.

# Communication

## COMPUTERS, PHONES & MAIL

1. Calls to a cell phone from a landline can be extremely expensive. Also, if you have teens who like to call and text frequently, they may be better off with a cell phone that uses a limited Euro card. If you do choose to have a contract, for yourself only or for multiple family members, read the fine print carefully to make sure that the fees are what you consider reasonable.
2. Computers are available for anyone's use at the USO in Building 2915 on Panzer Kaserne and at the library on Parch Barracks. The USO will print the first five pages free; there is a cost of 10 cents per page thereafter. The library charges a small fee for printing as well. The USO also has a public use fax machine; the first five pages are again free, and there is a \$1.00 per page charge for additional pages.
3. When moving in to either on- or off-post housing, try to get the previous tenant's phone number to pass on to your phone company; your phone hook-up will go much faster.
4. Something to think about is getting a Vonage phone for use during your time here. It must be registered to a US address (think family member or friend). You are issued a US phone # which people in the States can dial as they would any stateside number. It costs approximately \$30.00 a month to call back and forth to the US, and for an additional \$6.00 a month you can call most of Europe. Please note that you do need high-speed Internet to use this service (it hooks up through your computer). Also note that if you have a lot of problems with your computer service where you live, Vonage may not work for you.



 Vonage

5. Unlike in the States, in Germany you are charged for each and every call you make, whether it is to your next-door neighbor, another state or another country. Your home phone is "Festnetz" in German.
6. If your computer is dual voltage, you can plug it into both 220v and 110v; the latter requires a plug adapter for 220v sockets. You will likely have to flip a switch (from 110v to 220v) on your computer before you turn it on. Do NOT forget to check this before powering up; otherwise, you can instantly fry your computer.
7. You can usually plug monitors directly into 220v outlets with only a plug adapter, but again, check for a switch first. Printers and speakers normally require a transformer. Check the output volts on your setup before buying a transformer, to make sure the one you choose can handle the amount of voltage you need.
8. On a snail mail note, if you have to mail a letter to a German address (a bill, or a ticket, for example), you do not have to go downtown to get a German stamp. As long as your return address is your CMR, with box number and APO, you can get a regular US first class stamp and mail it at an APO or in a US mailbox on any base.
9. Here is a brief rundown of how the German billing system works for those of you who have TKS, Telekom or another German telephone/internet provider: when you receive a bill, you have two weeks from the date on the bill to pay in full. Should you not pay within that time frame, they will issue a Past Due Notice; you will have six days to pay. If you have not paid after a total of 20 days from the date on the bill, the company will automatically cut off your service until the bill is paid; then they automatically turn it back on.



 Deutsche Post

# Travel & Entertainment

1. The “Stuttgart Happenings” magazine, is a great way to keep up with classes and activities for all local MWR programs. The magazine is normally available at the Community Mail Room, the USO and at all MWR locations. You can also access it on the web at [www.mwrfrstchoice.com](http://www.mwrfrstchoice.com).
2. The USO is a great resource for travel information, maps and to purchase discounted tickets to local area attractions. They provide day and overnight escorted tours to local and distant destinations. All of their trips are listed in “the Kiosk” magazine that is available at the USO on Panzer Kaserne. You can also access it on the web at [www.uso.org/stuttgart](http://www.uso.org/stuttgart).
3. After 2:30 pm on weekdays, and anytime on weekends, the playground at Boblingen Elementary School on Panzer Kaserne is open for play. This is a great outdoor meeting place for Moms to take the kids.
4. Travel guides are a great way to plan a trip and learn about your destination in advance. The ones by Rick Steves are very good.
5. The community website is [www.stuttgart.army.mil](http://www.stuttgart.army.mil). It has monthly calendars, information on community events, and the online Community Post newsletter, which includes “Out and About in Baden-Wurtemberg.” O & A has articles and information on local area events, to include fests, flea markets and volksmarches.
6. Another super website for military families has information on all bases in Europe, as well as info on facilities and programs at each, [www.gettingaround.net](http://www.gettingaround.net).
7. The Corso Theatre in Vaihingen shows original language movies, primarily American and English films. Check the website, [www.corso-kino.de](http://www.corso-kino.de) for general information and schedules.
8. Indoor and outdoor pools, mineral baths and spas are extremely popular in Germany. Many indoor facilities have saunas, steam rooms, lap, lounge,

- and kiddie pools, and whirlpools. Please note that many of these are co-ed and clothing optional; be aware, and choose a facility that matches your comfort level.
9. Fests of all sorts are extremely popular in Germany. Oktoberfest in Munich, Sommerfest and Frühlingsfest in Stuttgart, and the annual Fasching/Karneval (Mardi Gras) everywhere are just the beginning. Be aware that at most fests, beer and wine flow freely, and make sure you do not drive if drinking is on your agenda. Both the German Polizei and the MPs increase their DUI checkpoints during fest times.
  10. Although most European countries use 220V/60Hz electricity, other countries may have slightly different plug configurations; always pack a multi-plug converter when you travel.
  11. The RitterSport chocolate factory is right down the road in nearby Waldenbuch. The small museum is free, and there is a discount shop for overstock and mislabeled chocolate.
  12. Want to spend a night (or several) in a real German castle? Schloss Weitenburg is about 45 minutes south of Stuttgart, overlooks the Neckar River and is run by a descendant of the family who has owned it for hundreds of years. He usually stops by during dinner and tells you which of his ancestors occupied the room you are staying in. They have an indoor pool, a small sauna, and there is a golf course a mile away. The website is in English: [www.schloss-weitenburg.de/schloss/index.htm](http://www.schloss-weitenburg.de/schloss/index.htm).
  13. One of the most enjoyable family events in the Allgau region (east of the Bodensee, or Lake Constance) is the Cows Coming Home. It takes place in most of the towns and villages from around the 12th to the 24th of September, and celebrates bringing the cows down from their summer pastures and into the towns for the winter. They decorate the cows with flowers and bells, and make a great event of it. A great site is [www.oberstdorf.de/index.shtml](http://www.oberstdorf.de/index.shtml). Look under “Veisheid”. Parts of the site are in English.
  14. Whenever you are out and about, make sure you have small change (coins under 1 Euro) for the restrooms. Some have attendants that you pay before you

enter; most Autobahn facilities require you to put in 50 cent Euro to pass through a turnstile into the restroom. The turnstile does, however, spit out a ticket good for 50 cent Euro towards anything you purchase (food, drink, etc.) at any Rest Stop.

- 15.** Most Germans carry Travel Cancellation Insurance (Reiseruecktrittsversicherung) and Americans should too. For example, for one year's coverage to a max 3,000 euro per incident if you have to cancel for reasons of illness, job loss, etc, it is only just over 60 euro PER YEAR! You already have ADAC (like AAA) insurance for you and your vehicle (or you should), and you can purchase this Travel Cancellation Insurance through ADAC. The USO has an English translation of this document so you know exactly what is covered, the different levels of insurance and how you file a claim. Sign up at any ADAC store.

- 16.** Best website for travel deals is [www.opodo.de](http://www.opodo.de). At the bottom of the page there is an icon, click on the British flag for English. You can use your American credit cards on this site. Another site is [\[lastminute.de\]\(http://lastminute.de\) \(or .com\). Many people also visit the last minute travel agencies at the airport or use local German travel agencies, including the travel agency connected to the main ticket office at the main train station in Stuttgart. Go there to pick up yellow rail/hotel flyer combos and book with HUGE savings to major European cities!](http://www.</a></p>
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- 17.** The USO on Panzer Kaseme maintains a large supply of brochures and flyers for cities and venues around mostly Germany and elsewhere. Files are also maintained in the back where customers have brought back brochures and travel information from various locations. Check those out before you travel or book one of the USO tours and let someone else do all the work.

- 18.** Be sure to pay and get your Blue Tourist Passport, as the process can take up to three or four months if you apply after you arrive. Many countries advise that you MUST have a Blue Tourist Passport and not just your official SOFA-stamped passport to cross their borders, particularly France. No, you can not travel on your military ID

card as you did in the past either.

- 19.** The USO in Rome will find you a hotel room, pick you up at the airport and take you to your hotel AND offers discount tickets to a variety of venues in the area including the Vatican. Take advantage of them and check out what they have to offer. They do have a website.

- 20.** Germany is renowned for parks of all types. There are Maerchen or Erlebnisparcs (children's parks), Freizeitbad (water parks), Freizeitparks (amusement or theme parks) and Wildparadies or Tierparks (petting zoos).

Here are a few of the websites you may want to check out:

- [www.freizeitbad.de](http://www.freizeitbad.de) European Waterpark Association
- [www.infoparks.com](http://www.infoparks.com) Guide to European parks (over 600 in 16 countries)

[www.freizeitpark.de](http://www.freizeitpark.de) 175+ German parks

[www.maerchenpark.de](http://www.maerchenpark.de) in Ruppolding near Chiemsee; great for small kids

[www.tripsdrill.de](http://www.tripsdrill.de) NW of Ludwigsburg

[www.legoland.de](http://www.legoland.de) in Gunzberg near Ulm

[www.offenberg-salem.de](http://www.offenberg-salem.de) over 200 Barbary Macaques live freely within a forest

area of 20 hectares, and will eat right out of your hand. Kids love it!

[www.aquatoll.de](http://www.aquatoll.de) water park in Neckarsulm

[www.badkap.de](http://www.badkap.de) water park in Albstadt

[www.atlantis-freizeitpark.de](http://www.atlantis-freizeitpark.de) water park in Ulm

[www.tuwass.de](http://www.tuwass.de) water park in Tuttingen

[www.freizeitpark-traumland](http://www.freizeitpark-traumland) 45 minutes from Boblingen and one of the least expensive parks in the area

[www.spieland.de](http://www.spieland.de) sponsored by Ravensburger, a famous German toymaker

[www.euroopa-park.de](http://www.euroopa-park.de) near Feilburg; has theme attractions and food from various European countries; this one is not cheap!

[www.holidaypark.de](http://www.holidaypark.de) in Hussloch

[www.berghof-gechingen.de](http://www.berghof-gechingen.de) ponyhof (riding stables) (in German)

[www.maislabrynth-wolfenhausen.de](http://www.maislabrynth-wolfenhausen.de) corn maze; site in German only, hours for each year are posted (late spring/early summer)

[www.stgt.com/stuttgart/leuzee.htm](http://www.stgt.com/stuttgart/leuzee.htm) mineral baths with indoor and outdoor pools, tanning booths, sunbuns, waterfall and play areas

[www.german-castles.biz](http://www.german-castles.biz) lots of hotel castles in Germany (in English)

[www.meersburg.de](http://www.meersburg.de) beautiful town on the shores of the Bodensee

[www.freizeitparkruttesheim.de](http://www.freizeitparkruttesheim.de) high rope climbing and mini-golf

# Your Pets

1. Dogs are generally welcomed everywhere in Germany, to include most hotels, stores, restaurants and bars (you cannot, however, take a dog into a German grocery store). It is always best to call in advance if you are not sure of the policy.
2. Pet passports are not difficult to obtain, and are a must if you intend to take your pet to European Union countries other than Germany. You can get the passports through any German veterinary office. The passport is not valid, however, for taking your pet back to the United States; guidelines for stateside travel can be obtained from the Vet Clinic on Panzer Kaserne.
3. If you live on the economy, be aware that the Germans have strict rules about the care of your animals. You cannot leave a pet tied outside, or alone inside for an extended period of time and it is frowned upon, if you do not walk your dog a few times a day. You cannot allow your dog to bark continually and disturb others. If you do any of these things and if your neighbors report you, your pet can be taken away from you by the German authorities.
4. The Panzer Vet Clinic does not offer emergency care. If you do have a pet emergency, the Dachswald-Klinik offers 24-hour service. They are located at Industriestrasse 3, 70565 Stuttgart-Vaihingen. The phone number is 0711-679-670 and the website is [www.dachswald-klinik.de](http://www.dachswald-klinik.de). The receptionist does not speak much English, but the veterinarians do.



# Sprechen Sie Deutsch?

1. It is a good idea to learn basic German as soon as you can. The Head Start program and the Stuttgart Newcomer's Orientation that are part of your in-processing are good ways to begin.
2. For more intensive language classes, you may register at the Volkshochschule (VHS) in Boblingen. There is a cost associated with the classes. The website is [www.vhsbb.de](http://www.vhsbb.de). Click on "Sprache", then "Deutsch" (German), "Deutsch als Fremdsprache" is "German as a Foreign Language".
3. Translation websites can be helpful; several we have used are:
  - <http://dict.leo.org>
  - [www.freetranslation.com](http://www.freetranslation.com)
  - [www.babelfish.com](http://www.babelfish.com)
3. Great websites to get more information about our area:
  - [www.stuttgart.army.mil](http://www.stuttgart.army.mil)
  - [www.toytovngermany.com](http://www.toytovngermany.com)
  - <http://stuttgartmilitaryfamilies.ning.com/>
  - [www.thelocal.de](http://www.thelocal.de)  
Germany's News in English
  - [http://files.sitpages.com/stuttgart/PTA/PTA\\_Handbook\\_9th\\_Edition.pdf](http://files.sitpages.com/stuttgart/PTA/PTA_Handbook_9th_Edition.pdf)  
Our local international school's handbook but with GREAT info for all American Stuttgart residents
  - [www.stgt.com/stuttgart/home.htm](http://www.stgt.com/stuttgart/home.htm)  
Stuttgart Info Guide in English
  - <http://forums.armywives.com/forums/index.php?board=54.0>  
Overseas Wives, Finances and Girlfriends

# In General

1. Take it one day at a time. Your first month will be a learning curve, but every day gets easier!
2. Establish a network of friends. It helps with the transition, as well as once you've gotten settled. Your sponsor and your Family Readiness Coordinator are great places to start.
3. The SOCEUR spouses have monthly socials. We meet at a restaurant, or at someone's home. This is a great way to meet other spouses in the command. Details are put out via our weekly SpouseNet News.
4. Have fun! Stuttgart is a great place to live, with wonderful opportunities to travel and experience other cultures.



Stuttgart Coat of Arms

If you have suggestions or tips for living in Germany that you would like to share, we would be happy to include them in our next edition.

Please contact:

**Lorie Warchol**

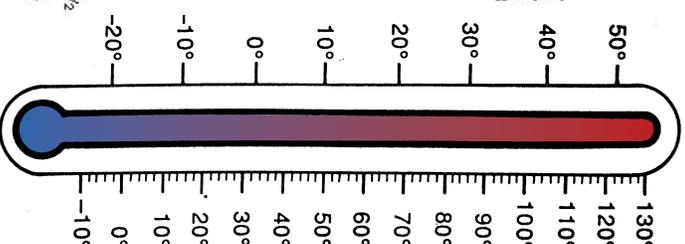
Family Readiness & QoL Program Coordinator  
Special Operations Command Europe

DSN: (314)430-5586 Civ: (0)711 680-5586

Cell/Handy: (0)162-296-7020 Lorie.Warchol@eucom.mil

## Willkommen in Deutschland!

	°C										°F										
<b>Women's Blouses, Shirts and Sweaters</b>	American	34	36	38	40	42	44	44	46	48	50	52	54	56	58	60	62	64	66	68	70
	British	36	38	40	42	44	46	46	48	50	52	54	56	58	60	62	64	66	68	70	72
	European	42	44	46	48	50	52	54	56	58	60	62	64	66	68	70	72	74	76	78	80
<b>Men's Shirts</b>	American	14	14½	15	15½	16	16½	17	17	17½	18	18½	19	19½	20	20½	21	21½	22	22½	23
	British	14	14½	15	15½	16	16½	17	17	17½	18	18½	19	19½	20	20½	21	21½	22	22½	23
	European	36	37	38	39	41	42	43	43	44	45	46	47	48	49	50	51	52	53	54	55
<b>Children's Clothes</b>	American	4	6	8	10	12	14	14	16	18	20	22	24	26	28	30	32	34	36	38	40
	British (Ht ins)	43	48	55	58	60	62	62	64	66	68	70	72	74	76	78	80	82	84	86	88
	European (Ht cms)	109	122	140	147	152	157	157	162	167	172	177	182	187	192	197	202	207	212	217	222
<b>Women's Suits and Dresses</b>	American	8	10	12	14	16	18	18	20	22	24	26	28	30	32	34	36	38	40	42	44
	British	10	12	14	16	18	20	20	22	24	26	28	30	32	34	36	38	40	42	44	46
	European	38	40	42	44	46	48	48	50	52	54	56	58	60	62	64	66	68	70	72	74
<b>Men's Suits and Coats</b>	American	36	38	40	42	44	46	46	48	50	52	54	56	58	60	62	64	66	68	70	72
	British	36	38	40	42	44	46	46	48	50	52	54	56	58	60	62	64	66	68	70	72
	European	46	48	51	54	56	59	59	62	65	68	71	74	77	80	83	86	89	92	95	98
<b>Women's Shoes</b>	American	6	6½	7	7½	8	8½	9	9	9½	10	10½	11	11	11½	12	12½	13	13	13½	14
	British	4½	5	5½	6	6½	7	7½	7½	8	8½	9	9½	10	10½	11	11½	12	12½	13	13½
	European	37	38	39	39	40	40	41	41	42	43	44	45	46	47	48	49	50	51	52	53
<b>Men's Shoes</b>	American	7½	8	8½	9½	10	10½	11	11	11½	12	12½	13	13	13½	14	14½	15	15	15½	16
	British	7	7½	8	9	9½	10	10½	10½	11	11½	12	12½	13	13½	14	14½	15	15	15½	16
	European	40	41	42	43	44	45	46	46	47	48	49	50	51	52	53	54	55	56	57	58



Base Operator: 0711-680-113

Military Police Desk: 0711-680-5261/5262

### GPS ADDRESSES

Panzer Kaserne: Panzer Str, 71032 Boeblingen

Patch Barracks: Katzenbach Str, 70569 Vaihingen

Kelley Barracks: Plieninger Str, 70567 Stuttgart-Moehringen

Robinson Barracks: Heilloch Str, 70376 Stuttgart-Burgholzof

## **PET TRAVEL**

### **MANAGING EXPECTATIONS WHEN BRINGING PETS TO AND FROM STUTTGART**

Below are some key points you should know before you plan your trip and if you follow this information, then bringing in your pet will be a much smoother transition.

Summer months are always difficult months for traveling with pets. The current embargo dates are usually enforced from May through September but that can always change depending on location and weather. Today you may get a flight out with your pet, but it could change due to weather and aircraft limitations. The pet owner is responsible for always following up with the airlines.

One must always follow ALL the rules from your stateside or military installation veterinarian for transporting your pet.

### **Direct Flights into Stuttgart**

There are two U.S.-flag carriers that fly directly into Stuttgart; United Airlines from Newark, New Jersey and Delta Airlines from Atlanta, Georgia.

Delta Airlines DOES NOT allow pets to fly in the cargo hold for flights into Stuttgart. Passengers in Economy section can bring small dogs or cats with them as long as the pet can fit under the seat. Delta has a limit of two pets total for the flight; thus it is imperative that you make your reservation as soon as possible. No other types of pets are allowed.

United Airlines DOES ALLOW pets to fly into Stuttgart for military personnel on PCS orders. See their website for further information: <http://www.united.com/web/en-US/content/travel/animals/default.aspx>.

Should you fly into Stuttgart with a pet; German Customs authorities will determine if a veterinarian is needed to examine your pet. The veterinarian is not on site and has to be called in. There will be charge of approximately 100 Euros for that service and payment must be made in cash. Expect a three to five hour wait for the veterinarian to arrive; even longer waits on weekends.

**\*\*Pets are not allowed to fly out of Stuttgart back to Newark-CONUS\*\***

### **Flying into other Airports**

If you are flying into another airport (e.g.: Frankfurt, Paris, Amsterdam) with a pet; these airports have veterinarians on duty. Again, there will be charge for the pet examination.

During summer months, some pets will not be allowed to be checked in as "luggage" if the climate is in excess of 85 degrees Fahrenheit (temperature restriction is at the

discretion of the airline). Every airline has different rules – make sure you check into that before departure.

### **Patriot Express and Space-A Flights into Ramstein AFB**

The Patriot Express is a DOD chartered air travel that transitions between Baltimore/Washington International Airport (BWI) and Ramstein Air Base. It is the preferred method, and your first option, of travel for US military and government civilians, inbound or outbound and is open to incoming military personnel, their family members and DOD civilians.

Benefits to using them are that you not only have a higher luggage weight allowance but you save on pet travel costs. There is a two pet per family limit.

Only PCS status passengers may request pet shipment. Pets cannot be shipped by personnel in a leave or TDY/TAD status. Sponsor(s)/ dependent(s) must accompany the pet to the final destination. Pets are defined as dogs and cats only. The maximum weight (kennel and pet) cannot exceed 150lbs. Waivers will not be issued for weight or type of pets.

Further info can be found at:

<http://www.ramstein.af.mil/library/factsheets/factsheet.asp?id=5029>

### **Pet Embargo**

Most airlines have a pet embargo of 15 May to 15 September unless on PCS orders. Again, make sure you check with the appropriate airline for further details and restrictions.

### **Personally Procured Travel (PPT)**

Personally Procured Travel is an option if SATO can't accommodate your personal preferences. See the SATO Contracting Officer Representative at Patch Barracks prior to purchasing your own travel.

### **Costs Involved**

If you are using Patriot Express from BWI or Ramstein and they are not your final destinations, the remainder of your travel could result in additional out of pocket costs if your travel choice costs more than the contract carrier from origin to destination based on your orders. SATO or any other government travel representatives can assist you with that.

Just remember that even though our pets are a member of our family, they are not enrolled in DEERS and therefore; you must take special care of how to get your pet to and from.

## **Planning Ahead**

If you are unable to get your pet out of Stuttgart, SATO can book your flight out of Frankfurt or Munchen in order to facilitate pet travel for your personal move. Contact Ms. Bebber at SATO to get better clarification at DSN 430-2106/2107 or Civ: 0711-680-2106/2107. You may also want to consider other pet shipping companies such as Air Animal, Pet Air Carrier, UShip, International Pet Movers any many other choices.

Always keep in mind that this information is always subject to change. Constantly check with the airlines, your sponsor and veterinarian prior to arranging your travel to or from Stuttgart. Get all the necessary advice on preparing your pet for shipment.

Consider factors such as feeding, watering, sedative, etc. If at all possible, do not ship female pets that are in heat (estrus). This condition causes great distress to other pets and may result in injury.

Kennels must be a hard-shell, hard-sided International Air Transport Association (IATA) or U.S. Department of Agriculture (USDA) approved kennel which are available at most exchange/retail stores. Soft-sided or collapsible kennels will be not be accepted by most airlines. The kennel must be large enough for the animal to stand up, turn around, and lie down with normal posture and body movements. Several layers of newspaper, shredded paper, or absorbent material should be placed in the bottom of the container. Do not use straw, hay, grass, sawdust, sand, or soil. Normally, pets will be individually kenneled; However, two small animals of the same species and of comparable size up to 20 pounds may be shipped in the same kennel.

Everything is possible and the team in Stuttgart is here to help. Check out these other links that could also provide you with more information.

<http://www.chppmeur.healthcare.hqusareur.army.mil/sites/vet/phcd-ne/stuttgart.aspx>

## **DOCUMENTATION NEEDED**

According to Public Health Command Region Europe:

### **PCSing to Germany from US**

First make sure that your pet or pets are chipped with a microchip that has a readable, working International Standardization Organization (ISO) code or ISO Compatible code embedded (you may carry your own reader).

Secondly you have to get a rabies vaccination which is required to have 21 days out prior to travel. But remember that the microchip implantation must occur prior to the rabies vaccination. This is important to note because any rabies vaccination that occurs prior to the microchip implantation, is not considered valid. If this is not the first time your pet has received a rabies vaccination and it has not expired, a pet booster shot is acceptable but also must be done 21 days prior to the travel, as in the original rabies.

And finally, you should have a EU Health Certificate (EU Form 998) not more than 10 days prior to arrival. Each pet has their own pet passport. A military veterinarian can sign the documentation but if one is not in your installation, then the form must be signed by a USDA (US Department of Agriculture) Veterinarian.

A copy of the countries certificate and more information on EU pet regulations can be found at: [http://ec.europa.eu/food/animal/liveanimals/pets/nocomm\\_third\\_en.htm](http://ec.europa.eu/food/animal/liveanimals/pets/nocomm_third_en.htm)

AND.....Always, always, make copies for yourself of all the documentations.

### **PCSing from Germany to US**

First, you must update that pet passport and get a new health certificate within 30 days prior to departure from Germany.

If your rabies vaccination is older than 12 months you will be required to get a new series of shots. Just remember, the shot must be administered 31 days prior to travel.

Should you have a puppy or kitten under 12 weeks of age, they will still be allowed to travel to the US, however, because of their age, once they arrive in country, they will be quarantined at an approved site until it reaches that mature age to get those shots. Of course, there will be a costs involved and that total can vary state to state.

\*\*Hawaii has different rules –check with your veterinarian.

The Center for Disease Control has this website for further information bringing an animal into the United States.

<http://www.cdc.gov/animalimportation/bringinganimaltous.html>

From the USDA (scroll down to "Pets")

[http://www.aphis.usda.gov/regulations/vs/iregs/animals/animal\\_germany.shtml](http://www.aphis.usda.gov/regulations/vs/iregs/animals/animal_germany.shtml)

And from the German government...

[http://www.germany.info/Vertretung/usa/en/05\\_Legal/02\\_Directory\\_Services/06\\_Customs/Pets/\\_Pets.html#topic115](http://www.germany.info/Vertretung/usa/en/05_Legal/02_Directory_Services/06_Customs/Pets/_Pets.html#topic115)

Read paragraph #1 which applies to folks traveling with pets and #2 to those who are shipping their pet. #3 is for those with young animals. Also paragraph #5 lists the prohibited breeds to the country

These websites are nice because they are official US and German government websites and not some random person's thoughts on how to move with your pet.

JUST REMEMBER – anything can change at any time. It is worth repeating to constantly stay in touch with the airlines, with your sponsor, with your veterinarian, for any updates. As soon as you know you have to travel and you have a pet, START THE PROCESS!!

Here is a list of other airlines and what they do for pet travel – Thanks to the Marines at MARFOREUR/AF for putting this list together. Some of these airlines could serve as alternate airlines and may not be DOD chartered or covered with costs.

**Aegean Airlines** (Partnership with United Airlines/Star Alliance) Fly's into Stuttgart, Germany

- Pets accepted in the cabin (17 pound max) Domestic \$25/International \$50.00
- Pets accepted in the cargo compartment (55 pounds or larger) Domestic \$105/International \$200

**Air Canada** (888) 247-2262 (Partnership with United Airlines/Star Alliance) Fly's into Stuttgart, Germany

- Pets accepted in the cabin (22 pound including carrier) Domestic \$50/International \$100
- Pets accepted in the cargo compartment (70 pounds or larger) Domestic \$105/International \$270

**Air Europa** (800) 238-7672 (Partnership with Sky Team/Delta Airlines)

- Pets accepted in the cabin (22 pound including carrier) \$25 to \$100 depending on hours in flight
- Pets in the cargo compartment (70 pounds or larger) \$40 to \$160 depending on hours in flight

**AirTran Airways** (800) 247-8726 (Partnership with Southwest Airlines)

- Pets are accepted cabin. Need to call airline for cost, weight and destination restrictions
- Pets are not permitted to travel on international itineraries

**Alaska Airlines** (Partnership with Delta, American, various) (800) 252-7522

- Pets accepted in the cabin \$100 Weight not specified, must fit under sit comfortably
- Pets accepted in cargo compartment \$100 (100 pounds including kennel) American Airlines

**American Airlines** (Partnership with USAirways) (800) 433-7300

- Pets are not accepted cabin on international flights. Some domestic flights okay need to call airline for cost, weight and destination restrictions
- Pets are accepted in cargo compartment. Need to call airline for cost, weight and destination restrictions

**British Airways** 0421 5575 758

- Pets are not accepted in the aircraft cabin except for service animals.
- Pets must be booked to travel with British Airways World Cargo, and they will be carried in the aircraft hold.
- British Airways is part of the Pet Travel Scheme, Pet's Passport which allows cats and dogs from certain countries to enter the UK without the need to go through the usual 6 months quarantine.

**Continental Airlines** Partnership with United Airlines (800) 523-3273

- Continental does not accept pets as checked baggage, but does transport pets in cargo.
- The airline limits the number of pets who may be carried on in each cabin.
- Quarantine has been eliminated for pets flying to London on Continental Airlines.

**Delta Airlines** (Partnership with Delta, various Airlines) (800) 455-2720

- Pets are accepted in the cabin, and in the baggage and cargo compartments.

**Frontier Airlines** (Partnership with United Airlines) (800) 432-1359

- Pets are not accepted in the aircraft cabin, but are accepted in the baggage and cargo compartments.

**Go! Airlines Hawaii** (888) 435-9462 (potential connecting flight)

- Hawaii interisland airline operated by Mesa Airlines. Pets are accepted in the cabin, but are not accepted in the baggage compartment.

**Hawaiian Airlines** (Partnership with American, Virgin, various airlines) (800) 367-5320

- Pets are not accepted in the cabin on flights arriving into the State of Hawaii but are accepted on inter-island flights and flights leaving the State of Hawaii.

**Jet Blue:** JetPaws Pet Program (Partnership with Aer Lingus, British, various airlines) (800) 538-2583

- JetBlue gladly accepts small cats and dogs in the aircraft cabin on both domestic and international flights.

- To book your pet, call 1-800-JETBLUE (538-2583). Pets cannot be booked online.

**Northwest Airlines** (Partnership with Delta, various airlines) (800) 225-2525

- Pets are accepted in the passenger cabin on all flights within the U.S. (except to Hawaii) and between the U.S. and many international destinations.

- Pets are also accepted in the baggage and cargo compartments.

**Quantas Australia** (Partnership with American, British, various airlines) (800) 227-4500

- Pets are not accepted in the aircraft cabin, but may travel in the baggage and cargo compartments.

**Singapore Airlines** (Partnership with Delta, United, various airlines) (800) 742-3333

- Pets are not accepted in the aircraft cabin, but may travel in the cargo hold.

**SkyWest Airlines** (Partnership with Delta, United, US Airways, American, Alaska, (Need to contact direct airline flying on))

- Cabin Pets – One reserved kennel per flight.

- Check Baggage - Maximum kennel size accepted is limited to a reservation of one large kennel or two small or medium per flight.

- SkyWest does not accept extra-large or giant kennels. Reservations required.

**Southwest Airlines** (800) 435-9792

- Pets and other live animals are not accepted in the aircraft cabin or cargo compartment other than fully trained assistance animals.

**Swiss International Air Lines** (Partnership with various international airlines) (877) 359-7947

- Pets are accepted in the cabin and in the baggage compartment.

**Taca Airlines** (Partnership with Star Alliance) (800) 400-8222

- Up to 2 animals per flight—including both pets and seeing-eye dogs—may travel in the cabin; only cats and dogs are accepted on international flights.

- Some live animals are accepted as cargo on flights to/ from Central America and South America only.

**United Airlines** (Partnership with Star Alliance, various airlines) (800) 864-8331

- Pets are accepted in the cabin, and in the baggage and cargo compartments.

- Certain short-nosed dog breeds are not accepted as either checked baggage or cargo during the summer months.

**US Airways/America West** (Partnership with United, Star Alliance, various airlines) (800) 428-4322

- Pets and other animals are no longer accepted for travel as checked baggage or cargo except on non-stop US Airways Shuttle flights in the BOS/DCA/LGA markets only.

- The airline limits the number of pets who may be carried on in each cabin.

**Virgin Atlantic** (Partnership with Delta, many international airlines) (800) 862-8621

- Under the Government's Pet Travel Scheme (PETS) pets can now travel on Virgin Atlantic to and from Boston, Los Angeles, Miami, New York-JFK, New York-Newark, Orlando, San Francisco, Washington.
- Pets can also travel to Johannesburg

# USAG STUTTGART

## SCHOOL SUPPORT SERVICES

**Physical Address:**  
USAG Stuttgart, Germany  
Bldg 2347, Rm 2.10  
Kurmarker Str.  
70569 Vaihingen, DE  
Ph: (011) 49-711-680-7465  
DSN: (314) 430-7465

**Mailing Address:** Child Youth & School Services, Unit 30401, APO AE 09107

**Website:** [www.stuttgart.armymwr.com/europe/stuttgart/programs/school-liaison-officer-slo/](http://www.stuttgart.armymwr.com/europe/stuttgart/programs/school-liaison-officer-slo/)

**School Liaison Officer (SLO) E-mail:** [usarmy.stuttgart.imcom-europe.list.slo@mail.mil](mailto:usarmy.stuttgart.imcom-europe.list.slo@mail.mil)

**SUMMARY:** School Liaison Officers (SLOs) are available to assist Families with school transition issues.

Department of Defense Education Activity- Europe (DoDEA-E) schools are available on post for eligible families assigned to USAG Stuttgart with school-age children. Schools include Patch, Robinson, and Stuttgart Elementary Schools (grades K-5), Patch Middle School (grades 6-8), and Stuttgart High School (grades 9-12).

DoDEA-E operates school bus transportation services for children attending DoDEA schools in Europe. For more info:

[www.dodea.edu/Europe/offices/transportation/](http://www.dodea.edu/Europe/offices/transportation/)

### SCHOOL DISTRICT:

**DoDEA - Europe Bavaria District (Germany)\***

(011) 49-0981-183-7429/ DSN 413-468-7429 [www.dodea.edu/europe/bavaria](http://www.dodea.edu/europe/bavaria)

\* Note: Beginning with the 16-17 school year we will be part of the new DoDEA Europe EAST District [dodea.edu/europe/east](http://dodea.edu/europe/east)

### DoDEA - EUROPE SCHOOLS:

Interstate Compact on Educational Opportunities For Military Children Member - [www.mic3.net](http://www.mic3.net)

Website: [www.dodea.edu/europe](http://www.dodea.edu/europe)

School Calendars: [www.dodea.edu/schoolCalendars.cfm](http://www.dodea.edu/schoolCalendars.cfm)

Adequate Yearly Progress Reports: <https://webapps.dodea.edu/SRC/>

School Data: [www.dodea.edu/datacenter/testdata.cfm](http://www.dodea.edu/datacenter/testdata.cfm)

### DoDEA REGISTRATION:

#### At what age can my child start school?

\*5 yrs.on or before Sept 1st for kindergarten.

\*6 yrs. on or before Sept 1st or have completed an accredited kindergarten program for first grade.

#### May I hand carry school records?

Sponsor may hand carry records. Official records must be sealed. Bring unofficial copy if you have it.

#### What is required for enrollment?

1. Birth certificate or passport
2. Immunization record (Can be provided within 30 days of starting school)
3. Copy of orders with students listed.
4. Proof of parent/custodian address
5. Custody or guardian papers filed through the court. (If applicable)
6. Local emergency contact information
7. School records ( Can be requested )

#### How do I enroll for school?

Step One: Complete online pre-registration at [registration.dodea.edu/privacy-act.cfm](http://registration.dodea.edu/privacy-act.cfm)

Step Two: Complete registration with school. This can be done in person after arrival or via email prior to arrival with a main office check in upon arrival OCONUS. For questions, please contact the school registrar office or the SLO.

**INCOMING STUDENT CHECKLIST:** [HTTP//CDN.ARMYMWR.COM/FILES/7914/3678/2285/SLO\\_PCS\\_CHECKLIST.PDF](http://CDN.ARMYMWR.COM/FILES/7914/3678/2285/SLO_PCS_CHECKLIST.PDF)

**SCHOOL CHOICE OPTIONS:** (See SLO or SLO webpage for more information [europe.armymwr.com/slo](http://europe.armymwr.com/slo))

- **German Public School Choice:** Children aged three to six may attend kindergarten. After that school is compulsory for nine or ten years. From grades 1 through 4 children attend elementary school (*Grundschule*), where the subjects taught are the same for all. Then, after the 4th grade, they are separated according to their academic ability and the wishes of their families, and attend one of three different kinds of schools: *Hauptschule*, *Realschule* or *Gymnasium*. See the SLO or website for more information.
- **Private Schools:** The International School of Stuttgart [www.international-school-stuttgart.de](http://www.international-school-stuttgart.de) and Swiss International School [www.swissinternationalschool.de](http://www.swissinternationalschool.de) are IB World Schools with high expectations and rigorous educational standards.  
**Home Schooling:** is a legal option open to all SOFA sponsored active duty military, DoD civilians, and contractors. No state or federal government permission is required. DoDEA Home Schooling Policy: [www.dodea.edu/upload/02OD002.pdf](http://www.dodea.edu/upload/02OD002.pdf) See SLO webpage for local homeschool contacts. [europe.armymwr.com/slo](http://europe.armymwr.com/slo)
- **Army CYS Services Strong Beginnings:** Pre-school program for children ages 4-5. Contact the Child, Youth and School (CYS) Services Parent Central Services at DSN (314) 430-7480 or (011) 49-711-680-7480 for more information. [www.europe.armymwr.com/cyss](http://www.europe.armymwr.com/cyss)

### REMINDERS:

- Enroll your children as soon as possible.
- Ensure school has current contact information to include work and personal phone numbers and emergency contacts at all times.
- All DoDEA-E schools have a School Advisory Committee (SAC) to advise the principal on local school related matters.
- Contact Parent Central Services to sign up for afterschool care, or activities. [Europe.armymwr.com/cyss](http://Europe.armymwr.com/cyss)
- Request a Youth Sponsor (grades 6-12): [stuttgart.armymwr.com/europe/teen-mentorship-pages/teen-mentorship-st/](http://stuttgart.armymwr.com/europe/teen-mentorship-pages/teen-mentorship-st/)
- Contact the School Liaison Officer (SLO) with questions or concerns. Please visit [europe.armymwr.com/slo](http://europe.armymwr.com/slo) for more information.
- Overseas screening required for active duty Families through the Exceptional Family Member Program [efmp.amedd.army.mil/](http://efmp.amedd.army.mil/)

### OTHER SCHOOL DATA:

#### Phone

#### Website

Robinson Elementary:	DSN 314-430-9337	From US: 011-49- 711-680-9337	<a href="http://dodea.edu/Europe/Bavaria/Stuttgart/Robinson BarracksES">dodea.edu/Europe/Bavaria/Stuttgart/Robinson BarracksES</a>
Stuttgart Elementary:	DSN 314-430-4100	From US: 011-49-70301-15-4100	<a href="http://dodea.edu/Europe/Bavaria/Stuttgart/StuttgartES">dodea.edu/Europe/Bavaria/Stuttgart/StuttgartES</a>
Patch Elementary:	DSN 314-431-4900	From US: 011-49- 7031-15-4900	<a href="http://dodea.edu/Europe/Bavaria/Stuttgart/PatchES">dodea.edu/Europe/Bavaria/Stuttgart/PatchES</a>
Patch Middle:	DSN 314-430-7191	From US: 011-49- 711-680-7191	<a href="http://dodea.edu/Europe/Bavaria/Stuttgart/PatchMS">dodea.edu/Europe/Bavaria/Stuttgart/PatchMS</a>
Stuttgart High:	DSN 314-431-4000	From US: 011-49-7031-15-4000	<a href="http://dodea.edu/Europe/Bavaria/Stuttgart/StuttgartHS">dodea.edu/Europe/Bavaria/Stuttgart/StuttgartHS</a>



# Youth Sponsor Request



<b>Name</b>	First		Last		<b>Age</b>	
	<b>Current Grade</b> (If summer, the last grade completed)		<b>Gender</b>	<input type="checkbox"/> Male <input type="checkbox"/> Female		<b>E-mail Address</b>
<b>Street Address</b>	House/Apartment Number	Street	City	State	Zip Code	

<b>Name of parent or guardian on military orders to new community</b>	First		Last	
	<b>Arrival date in new community</b>			

(DOUBLE CLICK ON BOXES TO CHECK APPLICABLE BOXES)

<b>Requestor's Hobbies &amp; Interests</b> <i>(To be filled out by requestor)</i>			
<b>Sports</b>	<b>Music</b>	<b>Clubs/Programs</b>	<b>Other Hobbies &amp; Interests</b>
<input type="checkbox"/> Baseball	<input type="checkbox"/> Alternative Rock	4-H Club name:	<input type="checkbox"/> Animals
<input type="checkbox"/> Basketball	<input type="checkbox"/> Emo		<input type="checkbox"/> Cars
<input type="checkbox"/> Bowling	<input type="checkbox"/> Choir	<input type="checkbox"/> Army Teen Panel	<input type="checkbox"/> Computers
<input type="checkbox"/> Cheerleading	<input type="checkbox"/> Classic Rock	<input type="checkbox"/> Boy Scouts	<input type="checkbox"/> Cooking
<input type="checkbox"/> Football	<input type="checkbox"/> Composing Music	<input type="checkbox"/> Career Launch	<input type="checkbox"/> Dancing
<input type="checkbox"/> Frisbee	<input type="checkbox"/> Country	<input type="checkbox"/> Chapel Youth Group	<input type="checkbox"/> DJ-ing
<input type="checkbox"/> Golf	<input type="checkbox"/> Electronica	<input type="checkbox"/> Dragonfly Quest	<input type="checkbox"/> Drama
<input type="checkbox"/> Gymnastics	<input type="checkbox"/> Gospel	<input type="checkbox"/> Environmental	<input type="checkbox"/> Filmmaking
<input type="checkbox"/> Hiking	<input type="checkbox"/> Goth	<input type="checkbox"/> FBLA	<input type="checkbox"/> Fitness
<input type="checkbox"/> Hockey	<input type="checkbox"/> Metal	<input type="checkbox"/> Geocaching	<input type="checkbox"/> Movies
<input type="checkbox"/> Horseback Riding	<input type="checkbox"/> Hip Hop/Rap	<input type="checkbox"/> Goals for Graduation	<input type="checkbox"/> The Outdoors
<input type="checkbox"/> Judo	<input type="checkbox"/> Indie Rock	<input type="checkbox"/> Girl Scouts	<input type="checkbox"/> Painting
<input type="checkbox"/> Karate	<input type="checkbox"/> Industrial	<input type="checkbox"/> JROTC	<input type="checkbox"/> Photography
<input type="checkbox"/> Kung Fu	<input type="checkbox"/> Pop/Top 40	<input type="checkbox"/> Junior Honor Society	<input type="checkbox"/> Reading
<input type="checkbox"/> Running	<input type="checkbox"/> Punk	<input type="checkbox"/> Keystone Club	<input type="checkbox"/> Science
<input type="checkbox"/> Soccer	<input type="checkbox"/> R&B/Soul	<input type="checkbox"/> Model UN	<input type="checkbox"/> Scrapbooking
<input type="checkbox"/> Soft Ball	<input type="checkbox"/> Reggae	<input type="checkbox"/> Passport to Manhood	<input type="checkbox"/> Sightseeing
<input type="checkbox"/> Swimming	<input type="checkbox"/> Singing/Vocals	<input type="checkbox"/> SMART Girls	<input type="checkbox"/> Skateboarding
<input type="checkbox"/> Tae Kwon Do	<input type="checkbox"/> Ska	<input type="checkbox"/> Sports Club	<input type="checkbox"/> Technology
<input type="checkbox"/> Tennis	<input type="checkbox"/> Techno/Dance	<input type="checkbox"/> Teen Tech Team	<input type="checkbox"/> Video Games
<input type="checkbox"/> Volley Ball	<input type="checkbox"/> Writing Lyrics	<input type="checkbox"/> Torch Club	<input type="checkbox"/> Weblogging
<input type="checkbox"/> Walking	Other:	<input type="checkbox"/> Youth Advisory Cnsl.	<input type="checkbox"/> Weights
<input type="checkbox"/> Wrestling	I play this instrument:	<input type="checkbox"/> Youth Ldrshp. Forum	<input type="checkbox"/> Writing
Other:		Other:	Other:

Please include any additional information that might be helpful to the sponsorship staff in the assignment process as they attempt to pair you with a sponsor whom you will be most compatible with.

I hereby give my consent to the release my child's name and address for the purpose of participating in the Youth Sponsorship Program. I understand that this program is not an official government record and that this information will not be used for any other purpose.

Parents/Guardians signature: \_\_\_\_\_ Date: \_\_\_\_\_

Email Youth Sponsorship Request Forms for middle and high school Youth to:

Barbara Carroll Patch Youth Center Director CIV: 0711-680-7204 DSN: 430-7204  
barbara.e.carroll.naf@mail.mil

Joe Holder School Liaison Officer CIV: 0711-680-7465 DSN: 430-7465  
wayne.j.holder.naf@mail.mil

Brian Pappas School Liaison Officer CIV: 0711-680-7465 DSN: 430-7465  
brian.n.pappas.naf@mail.mil

Monika Juergens Stuttgart High School Counselor / Student to Student (S2S Advisor)  
monika.juergens@eu.dodea.edu CIV: 07031-15-4000 DSN: 431-4000

Aprile White Robinson Barracks Middle School Counselor (JS2S Advisor)  
aprile.white@eu.dodea.edu CIV: 0711-819-7112 DSN: 420-7112

Email Youth Sponsorship Request Forms for elementary children to:

Corrie.a.schwab.naf@mail.mil

You may also want to visit the Stuttgart Child, Youth and School Services website at www.stuttgartmwr.com, click on CYS Services☺

# CHILD, YOUTH, AND SCHOOL SERVICES HEALTH ASSESSMENT/SPORTS PHYSICAL (AE Reg 608-10-1)

**Data required by the Privacy Act of 1974**

**Authority:** 10 USC 3013.

**Purpose:** (1) Verify child health and status of immunizations for admission requirements; (2) Note special program considerations or restriction on child participation; (3) Execute emergency medical procedures for chronic illness or conditions; (4) Refer the child for enrollment in Exceptional Family Member Program; (5) Certify the child is physically fit to participate in sports.

**Routine use:** In addition to those disclosures generally permitted under 5 USC 552a(b) of the Privacy Act, these records and information may specifically be disclosed outside DOD as a routine use pursuant to 5 USC 552a(b)(3) as follows: Information from this system may be disclosed to civilian health and welfare departments and agencies in emergency situations. The "Blanket Routine Uses" set forth at the beginning of the Army Compilation of Systems of Records Notices also apply.

**Disclosure:** Voluntary, but if information is not provided, individuals may not be able to participate in Child, Youth, and School Services activities.

**Instructions:** For health assessments, complete parts A and C; for sports physicals, complete parts A, B, and C.

## Part A

Name of sponsor	Home telephone Cell phone	Work telephone
Sponsor unit/work address	Spouse's work telephone	

Child Health Information Name of child	Date of birth (YYYYMMDD)	Sex <input type="checkbox"/> Male <input type="checkbox"/> Female
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Does your child have ongoing medical concerns? (If yes, explain circumstances and current status.)

No       Yes

Is your child enrolled in the Exceptional Family Member Program? (If yes, explain.)

No       Yes

Medical History	Yes	No	Yes	No
1. ADD/ADHD	<input type="checkbox"/>	<input type="checkbox"/>	15. Head injury or loss of consciousness	<input type="checkbox"/>
2. Allergies to medicine, insect bites, or food	<input type="checkbox"/>	<input type="checkbox"/>	16. Heart or blood pressure problems	<input type="checkbox"/>
3. Any hospitalization or operation	<input type="checkbox"/>	<input type="checkbox"/>	17. Heat stroke or exhaustion	<input type="checkbox"/>
4. Asthma or difficulty breathing	<input type="checkbox"/>	<input type="checkbox"/>	18. Joint injuries (ankle/knee/wrist)	<input type="checkbox"/>
5. Autism spectrum disorder	<input type="checkbox"/>	<input type="checkbox"/>	19. Learning problems	<input type="checkbox"/>
6. Behavioral problems	<input type="checkbox"/>	<input type="checkbox"/>	20. Neck or back injury	<input type="checkbox"/>
7. Broken bones or sprains	<input type="checkbox"/>	<input type="checkbox"/>	21. Required restricted physical activity	<input type="checkbox"/>
8. Cancer	<input type="checkbox"/>	<input type="checkbox"/>	22. Seizures or convulsions	<input type="checkbox"/>
9. Chest pain with exercise	<input type="checkbox"/>	<input type="checkbox"/>	23. Sleep problems	<input type="checkbox"/>
10. Dental or orthodontic braces	<input type="checkbox"/>	<input type="checkbox"/>	24. Speech or development delays	<input type="checkbox"/>
11. Diabetes	<input type="checkbox"/>	<input type="checkbox"/>	25. Vision problems (glasses/contacts)	<input type="checkbox"/>
12. Dizziness or fainting with exercise	<input type="checkbox"/>	<input type="checkbox"/>	26. Other (list below)	<input type="checkbox"/>
13. Ear or hearing problems	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
14. Headaches	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>

If you answered yes to any of the above, please explain:

Ongoing medications	Dosage	Frequency
Name		

Allergies - All types (food, medicines, insect bites)			
Type	Reaction	Type	Reaction

**Part B**  
**Medical Staff Assessment** (completed by licensed independent practitioner)

<b>Age</b>		<b>Height</b>		<b>Weight</b>	
<b>Yrs</b>	<b>Mos</b>	<b>in/cm</b>	<b>%</b>	<b>lb/kg</b>	<b>%</b>
<b>BP</b>	/	<b>Visual acuity</b> (tested with/without glasses)			
<b>P</b>		<b>Right</b>	/	<b>Left</b>	/
		<b>Normal</b>	<b>Abnormal</b>	<b>N/A</b>	<b>Comments</b>
<b>1. Eyes</b>					
<b>2. Ears, nose, and throat</b>					
<b>3. Hearing</b>					
<b>4. Mouth and teeth</b>					
<b>5. Neck (soft tissues)</b>					
<b>6. Cardiovascular</b>					
<b>7. Chest and lungs</b>					
<b>8. Abdomen</b>					
<b>9. Genitalia - hernia</b>					
<b>10. Skin and lymphatics</b>					
<b>11. Spine - scoliosis</b>					
<b>12. Extremities</b>					
<b>13. Neurological</b>					
<b>14. Wears braces/plates</b>					

Based on this examination, the following abnormalities were found and may need treatment:

Immunizations are current and up to date  Yes  No

Participation recommended

<input type="checkbox"/> All sports	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Normal physical activity including physical education
<input type="checkbox"/> Additional comments			<input type="checkbox"/> Restrictions

**Sports physical is valid for 1 year from date indicated below.**

**Part C**

**Special medical considerations:** Describe any special program needs, considerations, or restrictions that could affect the child's participation in Child, Youth, and School Services programs (including sports).

Child/youth is able to participate in normal Child, Youth, and School Services programs:  Yes  No

<b>Licensed healthcare professional stamp</b>	<b>Date</b>	<b>Licensed healthcare professional signature</b>

<b>Type or print name of parent or guardian</b>	<b>Date</b>	<b>Signature of parent or guardian</b>

<b>Health Assessment Annual Recertification</b>		
<b>Health status changed</b>	<b>Date</b>	<b>Signature of parent or guardian</b>
<input type="checkbox"/> Yes <input type="checkbox"/> No		

<b>Health status changed</b>	<b>Date</b>	<b>Signature of parent or guardian</b>
<input type="checkbox"/> Yes <input type="checkbox"/> No		



DEPARTMENT OF THE ARMY  
UNITED STATES ARMY GARRISON STUTTGART  
UNIT 30401  
APO AE 09107-0401



## CAR SEAT/BOOSTER SEAT RELEASE FORM / WAIVER

I acknowledge that I have been personally instructed in the proper use of the car seat and/or booster seat that I am borrowing from the Army Community Service Lending Closet for use in my privately owned vehicle (POV). I understand that Army Community Service provides this as a public service in the interest of safety, and that Army Community Service is not a dealer, nor an agent for any manufacturer or distributor of these goods. Army Community Service does not make any warranties, expressed or implied, as to the fitness of these goods, and assumes no responsibility for the consequences of proper or improper use of these goods.

I acknowledge that I have read the instructions and I understand them. All straps, buckles, or other items necessary for the proper use car seat/booster seat have been provided.

I will notify ACS in the event that the car seat/booster seat I am using is involved in a collision while traveling at a speed over 25 MPH. I understand that this will cause the seat to be unsuitable for use. I will immediately discontinue use and return the seat to ACS. I will not be held responsible for the cost of the car seat in this situation.

I release the United States Army, the Army Community Service, and all the instrumentalities of the United States Government from any and all claims arising out of the use of the car seat booster seat.

\_\_\_\_\_  
Borrower's signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
ACS Representative / Witness



Sponsor's Name: \_\_\_\_\_ Sponsor's DOB: \_\_\_\_\_  
Last Name, First Name MI Month/Day/Year

Rank/Grade: \_\_\_\_\_ Branch of Service: \_\_\_\_\_ Unit: \_\_\_\_\_

Official Email: \_\_\_\_\_

Duty Phone: \_\_\_\_\_ Home Phone: \_\_\_\_\_

Status: Incoming / Outgoing Sponsor / Visitor Permanent Party / TDY Married: Y / N

Today's Date: \_\_\_\_\_ Date Due: \_\_\_\_\_ Extension: \_\_\_\_\_  
(INITIAL LOAN: 60 DAYS)

Data required by Privacy Act of 1974. AUTHORITY: Title 10, USA CODE, Section 3021. PURPOSE: To provide service as requested. Disclosure: Providing information is voluntary. Failure on your part to furnish all or part of the information requested may result in denial of request from lending closet.

DATE RETURNED AND ACS SIGNATURE: \_\_\_\_\_

**4 - PERSON LENDING CLOSET KIT #: \_\_\_\_\_ \*RC \$320.00**

Out	In	Item	RC
		Footlocker	\$26.00
		Cutlery Tray	\$3.29
		Dinner Plate Set for 4	\$29.99
		Salad Plate	Set for 4
		Bowl	Set for 4
		Coffee Mug	Set for 4
		Glass Cup	\$7.99
		L Mixing Bowl	\$7.99
		M Mixing Bowl	\$4.29
		S Mixing Bowl	\$2.79
		Glass Casserole	\$13.99
		Stainless Colander	\$10.79
		Measuring Cups Set	\$10.99
		Measuring Spoons Set	\$6.99
		Glass Cutting Board	\$10.00
		L Sauce Pan with Lid	\$39.99
		M Sauce Pan with Lid	\$29.99
		S Sauce Pan with Lid	\$19.99
		L Frying Pan	\$29.99
		S Frying Pan	\$19.99
		Forks	Set for 4
		Salad Forks	Set for 4
		Butter Knives	Set for 4
		Teaspoon	Set for 4
		Soup Spoons	Set for 4
		Steak Knives	\$1.00
		L Carving Knife	\$4.99
		Can/Bottle Opener	\$7.99

Out	In	Item	RC
		Vegetable Peeler	\$2.99
		Spatula	\$5.99
		Serving Spoon	\$5.99

Electronic Appliances			
Out	In	Item	RC
		Iron	\$20.00
		Ironing Board	\$10.00
		Coffee Pot	\$99.95
		Toaster	\$36.95
		Microwave LG/CLA	\$119.95

Baby Items			
Out	In	Item	RC
		Single Jogging Stroller	\$139.00
		Jeep Cherokee Stroller	\$70.00
		Double Stroller	\$99.99
		Jeep Umbrella Stroller	\$38.92
		Pack 'n' Play	\$49.98
		Britax Car Seat	\$169.99
		Evenflo Car Seat	\$39.98
		Harmony Booster	\$21.95
		Infant Car Seat	\$54.88
		Small High Chair	\$49.00
		Large High Chair	\$115.00

The Lending Closet has limited amount of items available for short-term loan to assist those relocating to/from the community.

\*Replacement Cost

By signing below you indicate that you:

- a) Acknowledge that the lending lockers are complete and that all items are cleaned and in good condition. Any damages will be noted on the reverse;
- b) Agree to REPLACE (according to the replacement fees above) any items missing or damaged beyond normal wear and tear;
- c) Understand that items are due on the date indicated unless an extension is approved; and
- d) Understand that your command or division chief will be notified if your items become more than 30 days delinquent.

\_\_\_\_\_

Customer Printed Name and Signature

\_\_\_\_\_

ACS Printed Name and Signature

**ACS LOAN CLOSET CUSTOMER CONTACT LOG**

DATE		INITIALS

**Command Notification of Overdue Items**

(Command notification will begin after the 3rd reminder of overdue status that does not result in the return of the items)

Date	Details	Type of contact	Initials
		Phone:      Email:      Other:	
		Phone:      Email:      Other:	
		Phone:      Email:      Other:	
	Provide names / phone of previously contacted individuals	Phone:      Email:      Other:	
	Provide names / phone of previously contacted individuals	Phone:      Email:      Other:	

# Quick Reference Guide

UPDATED: 05 February 2013

## Communication Services

### **POST OPERATOR**

### **MP EMERGENCY**

### **German Information (English Speaking)**

### **Fire Department**

Network Service Center Patch (NSC Patch)

Telephone repair

Television outage/problems

AFN signal outage

TKS Cable

Taxi (Stuttgart)

Taxi (Böblingen)

Panzer Front Gate

### **Health Facilities**

### **Appointment Line: 0800-376-22273**

Health Clinic

Dental Clinic

Patient Liaison

Physical Therapy

Optometry Clinic

EDIS

Behavioral Health

Social Work Services

Veterinary Clinic

### **Nurse Advice Line (24 hrs / day)**

*(Call if you need assistance 24 hrs/day – the nurse can book a clinic appointment if the self care instructions do not work).*

Online: [www.tticareonline.com](http://www.tticareonline.com)

### **Crisis Intervention Services\***

ASACS - Adolescent Substance Abuse Counseling (Patch)

Chaplains Office (Panzer)

Chaplains Office Patch

ASAP - Army Substance Abuse Program (Panzer)

Army Community Service (Panzer)

Victim Advocate Coordinator

After Hours:

### DSN

113/431-1110

114

N/A

117

430-5523/7129/7174

119

421-1490

389-4444

### CIVILIAN

(0711) 680-113

(0711) 680-114

11837

(0711) 680-117

(0711) 680-523/7129/7174

(0711) 680-119

(0711) 7291-490

(0621) 460-85444

(0180) 485-7762

(0711) 701-505

(07031) 19-410

431-2687

430-8610

430-8626/8627

430-7523/4381

430-6149

430-2832

430-2835

430-2858

430-4163

431-2681

**(0800) 825-1600**

**(0800) 4759-2330**

430-8237/7041

431-3079

430-9215/9213

431-2530/2935

431-3362/3709

431-3342/3362

(0711) 680-8237/7041

(07031) 15-3079

(0711) 680-9215/9213

(07031) 15-2530/2835

(07031) 15-3362/3709

(07031) 15-3342/3362

(0176) 262-48894

**\*After hours please contact MP Desk for referral to Crisis Intervention Services**

DSN 430-5262/5261

CIVILIAN (0711) 680-5262/5

## Patch Barracks

UPDATED: 05 February 2013

### Civilian - Dial: (0711) 680 + last four digits listed "SC" = Stuttgart civilian number (0711) + all digits listed

OFFICE	DSN/PHONE	BLDG	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY	REMARKS	
AAFES Express Shopette/ Gas Station	430-8724 SC 686-8790	2349			Open 24 Hours a Day Monday through Sunday						
Air Force Customer Service (see USAFE)		2308									
Alteration Shop	430-5111	2333	1000-1800	1000-1800	1000-1800	1000-1800	1000-1800	1000-1600	CLOSED		
Arts and Crafts Center - Patch	430-5270	2329	CLOSED	1100-1800	1100-1800	1400-2100	1100-1800	1000-1700	CLOSED	Closed US Holidays	
ASACS - Adolescent Substance Abuse	430-8237/7041	2312		Please call for an appointment.							
Barber Shop	430-5573	2333	0800-1800	0800-1800	0800-1800	0800-1900	0800-1800	0900-1600	CLOSED	US Holiday Hours: 0800-1800 CLOSED German Holidays	
Beauty Shop	430-5454 SC 6569-8688	2333	0900-1800	0900-1800	0900-1800	0900-1800	0900-1800	0900-1700	CLOSED	Holiday Hours 900-1800 German Holidays Closed	
BOSS (Better Opportunities for Single Soldiers)	430-7135	2505	0800-1700	0800-1700	0800-1700	0800-1700	0800-1700	CLOSED	CLOSED	Alt. Phone: 430-5404	
BOSS - "THE WARRIOR ZONE" (Formerly LeRose Restaurant in SSEC)	430-5404	2505	CLOSED	CLOSED	1600-2100	1600-2100	1600-2200	1400-2100	1400-2100		
Burger King	0711-6569-1542	2353	0630-2000	0630-2000	0630-2000	0630-2000	0630-2000	0900-2000	0900-2000	US Holiday Hours 1030-1600	
Car Wash	430-7266	2384	1030-1800	1030-1800	1030-1800	1030-1800	1030-1800	1030-1800	1030-1800	Closed on US Holidays	
Central Document Destruction Facility (CDDF)	430-5500	2395	1200-1530	0800-1200	CLOSED	0800-1530	CLOSED	CLOSED	CLOSED	*** Appointments ONLY CLOSED US & German Holidays	
Chaplains Office	430-9215/9213	2307	Please call for actual hours - times varies								
CHILD, YOUTH AND SCHOOL (CYS) SERVICES											
Child Development Center (CDC)	430-5123	2347	0600-1800	0600-1800	0600-1800	0600-1800	0600-1800	CLOSED	CLOSED	Closed US Holidays	
Family Child Care Services	430-4047	2347	0800-1700	0800-1700	0800-1700	0800-1700	0800-1700	CLOSED	CLOSED	Closed US Holidays	
Parent and Outreach Services	430-7480	2347	0800-1700	0800-1700	0800-1700	0800-1700	0800-1700	CLOSED	CLOSED	Closed US Holidays	
Parent Central Services (PCS)	430-7480	2347	0800-1700	0800-1700	0800-1700	0800-1700	0800-1700	CLOSED	CLOSED	Closed US Holidays	
School Age Center	430-4494	2312	0600-1800	0600-1800	0600-1800	0600-1800	0600-1800	CLOSED	CLOSED	Closed US Holidays	
School Liaison Services	430-7465 01742489905	2347	0800-1700	0800-1700	0800-1700	0800-1700	0800-1700	CLOSED	CLOSED	Closed US Holidays	
SKIES	430-6281	2347	0900-1800	0900-1800	0900-1800	0900-1800	0900-1800	CLOSED	CLOSED	Closed US Holidays	
Youth Center	430-7204	2337	1430-2000	1430-2000	1430-2000	1430-2000	1430-2200	1200-1800	CLOSED	Closed US Holidays	
(Summer and School Breaks)	430-7204	2337	1300-2000	1300-2000	1300-2000	1300-2000	1300-2200	1200-1800	CLOSED	Closed US Holidays	
HIRED!	430-6289/7204	2337	1430-2000	1430-2000	1430-2000	1430-2000	1430-2000	1200-1800	CLOSED	Closed US Holidays	
Commissary (DECA)	430-8401/8473	2350	0800-1900	0800-1900	0800-1900	0800-1900	0800-1900	0800-1900	0800-1900	Closed US Holidays	
Community Bank	430-5207	2325	0900-1600	0900-1600	0900-1600	0900-1600	0900-1600	CLOSED	CLOSED	Closed German Holidays	
Community Club Slot Room	430-5433	2345	0900-2300	0900-2300	0900-2300	1300-2300	0900-2400	1000-2400	1000-2100	Closed US & German Holidays	
Lounge/Bar	430-7111	2345	1600-2300	1600-2300	1600-2300	1600-2300	1600-2400	1600-2400	CLOSED	Closed US & German Holidays	
Credit Union, Service Federal	430-7194/8181	2325	0900-1700	0900-1700	0900-1700	0900-1700	0900-1700	CLOSED	CLOSED	Closed US Holidays	
Dental Clinic	430-8626	2300	0730-1630	0730-1630	0730-1630	0730-1630	0730-1630	CLOSED	CLOSED	Closed US Holidays	
Dining Facility (Black Stallion Inn)	430-7104	2386	0630-0830 1130-1300	0630-0830 1130-1300	0630-0830 1130-1300	0630-0830 1130-1300	0630-0830 1130-1300	0830-1000 1100-1300	0830-1000 1100-1300	EUCOM & USAREUR only Holidays & Training Holidays: 0830-1000 1100-1300	
Dry Cleaners	430-5295 SC 687-5001	2329	*1000-1800	*1000-1800	*1000-1800	*1000-1800	*1000-1800	*1000-1600	CLOSED	*Lunch 1430-1500 US Holidays 1000-1600	
Enterprise Car Rental	0711-656-91720	2333	0900-1800	0900-1800	0900-1800	0900-1800	0900-1800	1000-1300	CLOSED	Open US Holidays	
EQUAL EMPLOYMENT OPPORTUNITY OFFICE											
EEO Manager	430-2068	2307	0730-1630	0730-1630	0730-1630	0730-1630	0730-1630	CLOSED	CLOSED	Closed US Holidays	

Civilian - Dial: (0711) 680 + four digits listed "SC" = Stuttgart civilian number, dial (0711) + all digits listed

**Patch Barracks**  
UPDATED: 05 February 2013

Civilian - Dial: (0711) 680 + last four digits listed										"SC" = Stuttgart civilian number (0711) + all digits listed												
OFFICE	DSN/PHONE	BLDG	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY	REMARKS	OFFICE	DSN/PHONE	BLDG	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY	REMARKS	
EEO Specialist (ADR/Complaints)	430-5312	2307	0730-1630	0730-1630	0730-1630	0730-1630	0730-1630	CLOSED	CLOSED	Closed US Holidays												
FINANCE, 208th HQ																						
Customer Service	430-8324	2325	*0830-1600	*0830-1600	*0830-1600	0830-1600	*0830-1600	CLOSED	CLOSED	**Lunch 1200-1300; Closed US & Training Holidays												
Disbursing/Cash Cage	430-8309	2325	*0830-1600	*0830-1600	*0830-1600	0830-1600	*0830-1600	CLOSED	CLOSED	*Lunch 1200-1300; Closed US & Training Holidays												
Gymnasium/Fitness Center	430-7136	2337	0500-2200	0500-2200	0500-2200	0500-2200	0500-2200	0800-2000	0800-2000	US Holidays 0900-1800												
Hazardous Waste Disposal	430-5450	2316	0700-1600	0700-1600	0700-1600	0700-1600	0700-1600	CLOSED	CLOSED	Closed US Holidays												
Health Clinic	430-8610	2300	0730-1630	0730-1630	0730-1630	0730-1630	0730-1200	CLOSED	CLOSED	Closed US & EUCOM Holidays												
Active Duty Sick Call	430-8610	2300	0730-1630	0730-1630	0730-1630	0730-1630	0730-1200	CLOSED	CLOSED	Closed US & EUCOM Holidays												
Army Public Health Nursing	430-6383	2337	0730-1700	0800-1700	0800-1700	0800-1700	0730-1200	CLOSED	CLOSED	Closed US & EUCOM Holidays												
Immunization By Appointment Only	430-8610	2300	0730-1630	0730-1630	0730-1630	0730-1630	0730-1200	CLOSED	CLOSED	Closed US & EUCOM Holidays												
Optometry	430-2832	2300T	0730-1630	0730-1630	0730-1630	0730-1630	0730-1130	CLOSED	CLOSED	Closed: Lunch 1200-1300; Fridays 1200-1630 for training; US & EUCOM Holidays												
Pharmacy	430-4925	2300	0730-1700	0730-1700	0730-1700	0730-1700	0730-1200	CLOSED	CLOSED	Closed US & EUCOM Holidays												
Physical Therapy	430-6149	2773	0630-1530	0630-1530	0630-1530	0630-1530	0630-1200	CLOSED	CLOSED	Closed US & EUCOM Holidays												
Behavioral Health Clinic	430-2858	2300T	0730-1630	0730-1630	0730-1630	0730-1630	0730-1130	CLOSED	CLOSED	Closed US & EUCOM Holidays												
Social Work Services	430-4163	2300T	0730-1630	0730-1630	0730-1630	0730-1630	0730-1130	CLOSED	CLOSED	Closed US & EUCOM Holiday												
Library	430-7138	2343	1030-1900	1030-1900	1030-1900	1030-1900	CLOSED	1000-1800	1000-1800	Closed US Holidays												
Movie Theater	430-5310	2339	Monday - Sunday 1700-2100																		Please go to <a href="http://www.aafes.com">www.aafes.com</a> for movie times	
Navy CSD- Travel	430-8549	2308	0730-1600	0730-1600	0730-1600	0730-1600	0730-1600	CLOSED	CLOSED	Lunch DAILY from 1300-1400 CLOSED US & Training Holidays												
Navy CSD- Military Pay/ Personnel*	430-8208	2308	0900-1500	0900-1500	0900-1500	1300-1600	0900-1500	CLOSED	CLOSED	*Appointments Requested												
PATCH FOOD COURT																						
Burger King		2330	0630-2000	0630-2000	0630-2000	0630-2000	0630-2000	0800-1900	0800-1900													
Taco Bell		2330	1030-1930	1030-1930	1030-1930	1030-1930	1030-1930	1030-1900	1030-1900													
Sehne Bakery		2330	0700-1900	0700-1900	0700-1900	0700-1900	0700-1900	0900-1900	0900-1600													
Subway		2330	1030-1900	1030-1900	1030-1900	1030-1900	1030-1900	1030-1900	CLOSED													
Provost Marshal Office (Non-Emergency)																						
Post Office (APO)		2325	CLOSED	1000-1700	CLOSED	1000-1700	CLOSED	CLOSED	CLOSED	Closed US Holidays												
Community Mail Room (CMR)		2325	Monday through Friday: 1130-1300 and 1530-1800																			
SCHOOLS																						
Elementary		2387	0800-1500	0800-1500	0800-1500	0800-1500	0800-1500	CLOSED	CLOSED	Closed US Holidays												
High School		2388	0730-1600	0730-1600	0730-1600	0730-1600	0730-1600	CLOSED	CLOSED													
High School Cafeteria		2388	0800-1100	0800-1100	0800-1100	0800-1100	0800-1100	CLOSED	CLOSED	Closed US Holidays												
Guidance/Registrar		2388	0730-1600	0730-1600	0730-1600	0730-1600	0730-1600	CLOSED	CLOSED													
Nurse		2388	0800-1500	0800-1500	0800-1500	0800-1500	0800-1500	CLOSED	CLOSED	Closed US Holidays												
Self Help		2342	0900-1500	0900-1500	0900-1500	0900-2000	0900-1500	1000-1400	CLOSED	Closed German Holidays												
Service Order Desk/ Domestic Appliances (DPW)		2312	0730-1600	0730-1600	0730-1600	0730-1600	0730-1600	CLOSED	CLOSED													

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## Patch Barracks

UPDATED: 05 February 2013

Civilian - Dial: (0711) 680 + last four digits listed										"SC" = Stuttgart civilian number (0711) + all digits listed													
OFFICE	DSN/PHONE	BLDG	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY	REMARKS													
SSSC	430-5548	2317	0800-1530	0800-1530	0800-1530	0800-1530	0800-1530	0800-1530	CLOSED	CLOSED	Closed US & German Holidays												
Swabian Special Events Center (Manager)	430-8205/5758	2505	0900-1200	0900-1200	0900-1200	0900-1200	0900-1200	0900-1200	CLOSED	CLOSED	Closed US Holidays												
Manolito's	430-5758	2505	M-F 1130-1400 and 1700-2100									1700-2100	varies/call	Closed US Holidays									
Manolito's - Bar	430-5758	2505	1700-2200	1700-2200	1700-2200	1700-2200	1700-2200	1700-2400	1700-2400	varies/call	Closed US Holidays												
Thrirt Shop	430-5510	2332	1000-1400	CLOSED	1000-1400	1500-1900	1000-1400	1000-1400**	CLOSED	CLOSED	**Open every 1st & 3rd Saturday CLOSED US Holidays												
TRAVEL (Formerly SATO---See below)																							
CTO-CWT-SATOTRAVEL	430-2106/2107 0711-656-9240 Fax: 0711-656-2422	2307	0800-1600	0800-1600	0800-1600	0800-1600	0800-1600	0800-1600	CLOSED	CLOSED	Closed German Holidays												
(CTO) Emergency Reservation Number 0800-181-2515 Telephone Hours Only: M-F 0800-2000, Sat & Sun 1100-1800																							
TRICARE	430-7408	2211	0800-1600	0800-1600	0800-1600	0800-1600	0800-1200	CLOSED	CLOSED	CLOSED	Closed US & EUCOM Holidays												
Enrollment	430-4190/2531	2211	*0730-1530	*0730-1530	*0730-1600	*0730-1600	*0730-1200	CLOSED	CLOSED	CLOSED	*Lunch 1200-1300 Closed US & EUCOM Holidays												
Patent Liaison	430-7523	2211	In case of emergency & after hours, please call the MPs at 116.																				
USAFE- Air Force Customer Service	430-8459/8429	2308	0800-1600	0900-1600	0900-1600	0900-1600	0900-1600	0800-1600	CLOSED	CLOSED	Closed US Holidays												
WELLNESS CENTER																							
Director	430-4073	2337	0700-1500	0700-1500	0700-1500	0700-1500	0700-1500	0700-1500	CLOSED	CLOSED	Closed German Holidays												
Secretary	430-2997	2337	0730-1630	0730-1630	0730-1630	0730-1630	0730-1630	0730-1630	CLOSED	CLOSED													
Community Health Nursing	430-6383	2337	0730-1630	0730-1630	0730-1630	0730-1630	0730-1630	0730-1630	CLOSED	CLOSED	By appointment only												
Nurse Educator	430-4658	2337	Part- time hours, call ahead for an appointment									CLOSED	CLOSED	By appointment only									
Health Educator	430-7322	2337	0730-1630	0730-1630	0730-1630	0730-1630	0730-1630	0730-1630	CLOSED	CLOSED	By appointment only												

Civilian - Dial: (0711) 680 + four digits listed      "SC" = Stuttgart civilian number, dial (0711) + all digits listed

## Panzer Kaserne

UPDATED: 05 February 2013

<b>Civilian - dial: (07031) 15 + last four digits "BC" = Boeblingen Civilian number, dial (07031) + all digits listed</b>										
OFFICE	DSN/PHONE	BLDG	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY	REMARKS
AAFES OVERHEAD OFFICES		2935	0900-1600	0900-1600	0900-1600	0900-1600	0900-1600	CLOSED	CLOSED	Open US & German Holidays
General Manager	431-3458 07031-4395 101	2935								
Human Resources Office (HRO)	431-3479 07031-4395- 104/105/102	2935								
Concessions	431-3477 07031-4395 108	2935								
AAFES Express Shoppette	431-2738	2952	0700-1900	0700-1900	0700-1900	0700-1900	0700-1900	1000-1800	1000-1800	
AAFES PX		2903								
Barber Shop	BC 466-126		0800-1900	0800-1900	0800-1900	0800-1900	0800-1900	0900-1900	CLOSED	
Beauty Shop	BC 414-382		0830-1900	0830-1900	0830-1900	0830-1900	0830-1900	0830-1900	CLOSED	Closed German Holidays
Kätthe Wohlfahrt	07031-438730		1000-1900	1000-1900	1000-1900	1000-1900	1000-1900	1000-1900	1000-1700	
New Car Sales	BC 437-494 BC 438-571		1000-1900	1000-1900	1000-1900	1000-1900	1000-1900	1000-1900	1100-1700	US Holidays 1100-1700
Optical Center (Glasses & Frames)	07031-2042- 352		1000-1900	1000-1900	1000-1900	1000-1900	1000-1900	1000-1900	CLOSED	
Optical Care (Appointments)	07031-2042- 350		CLOSED	0930-1800	0930-1800	0930-1800	0930-1800	0930-1800	CLOSED	
Seibel Shoes	BC 439-691		1000-1900	1000-1900	1000-1900	1000-1900	1000-1900	1000-1900	1100-1700	
Simply Perfect Nail Salon	07031-8198- 999		1000-1900	1000-1900	1000-1900	1000-1900	1000-1900	1000-1900	CLOSED	
TKS Shop	0703115-1423		0900-1900	0900-1900	0900-1900	0900-1900	0900-1900	CLOSED	CLOSED	**Customers Call: 01804-857762
TKS- Telephone Service	01804-857762		**1000-1930	**1000-1930	**1000-1930	**1000-1930	**1000-1930	**1000-1930	CLOSED	**Registration 0800-1100 Closed US Holidays
AAFES PX (Food court)	BC 2042-150	2903								
Burger King	0711-6569- 1746		0630-2000	0630-2000	0630-2000	0630-2000	0630-2000	0800-1900	0800-1900	
Charley's Grilled Subs	BC 2042-153		0700-1900	0700-1900	0700-1900	0700-1900	0700-1900	0700-2000	1100-1800	
German Bakery	BC 414-302		0700-1900	0700-1900	0700-1900	0700-1900	0700-1900	0900-1900	1000-1800	
Pizza Hut Express	BC 2042-156		1030-2000	1030-2000	1030-2000	1030-2000	1030-2000	1030-2000	1100-1900	
Popeye's Chicken	BC 2042-150		1030-1900	1030-1900	1030-1900	1030-1900	1030-1900	1030-1900	1100-1800	
AAFES PX (Main Store)	07031-20420	2903	1000-2000	1000-2000	1000-2000	1000-2000	1000-2000	1000-2000	1000-1900	
Cashier Cage	Ext. 111									

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OFFICE	DSN/PHONE	BLDG	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY	REMARKS
Central Check	Ext. 134									
Computer Dept.	Ext. 122									
Customer Service	Ext. 110									
Jewelry Dept.	Ext. 118									
Ladies Dept.	Ext. 120									
Outdoor Living	Ext. 123									
Power Zone	Ext. 122									
Reorder Assc.	Ext. 104/105									
Shoe Dept.	Ext. 121									
Sporting Dept.	Ext. 123									
Stockroom	Ext. 135									
AMERICAN RED CROSS	431-2812	2915	0800-1630	0800-1630	0800-1630	0800-1630	0800-1630	CLOSED	CLOSED	After hours (Holidays & Week-ends emergencies only): 1-877-272-7337
ACAP (Army Career Alumni Program)	431-2191/2192	2915	*0800-1630	*0800-1630	*0800-1630	*0800-1630	*0800-1630	CLOSED	CLOSED	Closed US Holidays *Lunch 1200-1230
ACS- ARMY COMMUNITY SERVICE	431-3362	2915	0800-1700	0800-1700	0800-1700	0800-1700	0800-1700	CLOSED	CLOSED	Closed US Holidays After duty hours, call the American Red Cross (Panzer)
Army Emergency Relief (AER)	431-3362/2085	2915	0800-1700	0800-1700	0800-1700	0800-1700	0800-1700	CLOSED	CLOSED	
Army Family Action Plan (AFAP)	431-3362/3643	2915	0900-1700	0900-1700	0900-1700	0900-1700	0900-1700	CLOSED	CLOSED	Closed US Holidays
Army Family Team Building (AFTB)	431-3362	2915	0800-1700	0800-1700	0800-1700	0800-1700	0800-1700	CLOSED	CLOSED	Closed US Holidays
Employment Readiness	431-3362/3344	2915	0800-1700	0800-1700	0800-1700	0800-1700	0800-1700	CLOSED	CLOSED	Closed US Holidays
Exceptional Family Member Program	431-3326	2915	0800-1700	0800-1700	0800-1700	0800-1700	0800-1700	CLOSED	CLOSED	Closed US Holidays
Family Advocacy	431-3362/3709	2915	0800-1700	0800-1700	0800-1700	0800-1700	0800-1700	CLOSED	CLOSED	Closed US Holidays
Financial Readiness	431-3362/2805	2915	0800-1700	0800-1700	0800-1700	0800-1700	0800-1700	CLOSED	CLOSED	Closed US Holidays
Information, Referral & Follow-Up	431-3362	2915	0800-1700	0800-1700	0800-1700	0800-1700	0800-1700	CLOSED	CLOSED	Closed US Holidays
Installation Victim Advocate	431-3362/3342	2915	0800-1700	0800-1700	0800-1700	0800-1700	0800-1700	CLOSED	CLOSED	After hours 0176-262-48894
Army Volunteer Coordinator	431-3362/3330	2915	0800-1700	0800-1700	0800-1700	0800-1700	0800-1700	CLOSED	CLOSED	Closed US Holidays
Mobilization and Deployment	431-3362/2268	2915	0800-1700	0800-1700	0800-1700	0800-1700	0800-1700	CLOSED	CLOSED	Closed US Holidays

**Civilian - dial: (07031) 15 + last four digits**

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OFFICE	DSN/PHONE	BLDG	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY	REMARKS
New Parent Support	431-3362/3353/3643	2915	0800-1700	0800-1700	0800-1700	0800-1700	0800-1700	CLOSED	CLOSED	Closed US Holidays
Outreach Program	431-3362	2915	0800-1700	0800-1700	0800-1700	0800-1700	0800-1700	CLOSED	CLOSED	Closed US Holidays
Relocation Assistance	431-3362/3436	2915	0800-1700	0800-1700	0800-1700	0800-1700	0800-1700	CLOSED	CLOSED	Closed US Holidays
Lending Closet	431-3362/3439	2915	1000-1400	1000-1400	1000-1400	1000-1400	1000-1400	CLOSED	CLOSED	Closed US Holidays
Sexual Assault Response Coordinator	431-3362/3343	2915	0800-1700	0800-1700	0800-1700	0800-1700	0800-1700	CLOSED	CLOSED	After hours 0176-262-48894
Army Substance Abuse Program (ASAP)	431-2530/2835 Fax 2764	2948	*0730-1630	*0730-1630	*0730-1630	*0730-1630	*0730-1630	CLOSED	CLOSED	*Lunch 1200-1300 Closed US Holidays
Employee Assistance Program (ASAP)	431-2530	2948	*0730-1630	*0730-1630	*0730-1630	*0730-1630	*0730-1630	CLOSED	CLOSED	*Lunch 1200-1300 Closed US Holidays
Auto Skills Center	431-2555	2926	CLOSED	CLOSED	1200-2000	1200-2000	1200-2000	1000-1800	1000-1800	Closed US Holidays; Training Holidays - 1000-1800
Army Recruiter Office	431-3493/3492	2913	0900-1700	0900-1700	0900-1700	0900-1700	0900-1700	Appt only	CLOSED	
Automotive Maintenance Activity Vilseck - (MAV) Support Team Stuttgart	431-2340/2366	2935	0730-1600	0730-1600	0730-1600	0730-1600	0730-1600	CLOSED	CLOSED	Closed US & German Holidays
Bowling- Galaxy Entertainment Center	431-2575	2998	**CLOSED	1600-2200	1100-2200	1100-2200	1100-2400	1100-2400	1200-1800	**Open US Holidays 1100-2000
Irish Pub	431-2575	2998	CLOSED	1630-1230	1630-2200	1630-2200	1630-2400	1630-2400	CLOSED	
Strike Zone Snack Bar	431-2575	2998	**CLOSED	1600-2100	1100-2100	1100-2100	1100-2200	1100-2200	1200-1800	
Car Care Center/ Garage (AAFEES)	431-2362 BC 213766	2935	0700-1800	0700-1800	0700-1800	0700-1800	0700-1800	1000-1600	CLOSED	Open US & German Holidays from 0800-1600
Central Collection Point (CCP)	431-2918	2956	0730-1530	0730-1530	0730-1530	0730-1530	0730-1530	CLOSED	CLOSED	Closed German & US Holidays
Central Issue Facility (CIF)	431-3210/2154	2931	0800-1530	0800-1530	0800-1530	0800-1530	0800-1530	CLOSED	CLOSED	Closed German & US Holidays
Central Processing Facility (In & Out)	431-2599/2803	2913	0730-1630	0730-1630	0730-1630	0730-1630	0730-1630	CLOSED	CLOSED	Closed US Holidays Training Holidays 0800-1500
Central Receiving Point (CRP)	431-2071	2958	0730-1530	0730-1530	0730-1530	0730-1530	0730-1530	CLOSED	CLOSED	Closed German & US Holidays
Central Texas College	431-2580	2915	0800-1400	0800-1400	0800-1400	0800-1400	0800-1400	CLOSED	CLOSED	Closed US Holidays
Registration	431-2580	2915	0900-1500	0900-1500	0900-1500	0900-1500	0900-1500	CLOSED	CLOSED	
Off Registration	431-2580	2915	CLOSED	1100-1400	CLOSED	1100-1400	CLOSED	CLOSED	CLOSED	
<b>CHILD, YOUTH AND SCHOOL (CYS) SERVICES</b>										
Child Development Center	431-2619	3169	0600-1800	0600-1800	0600-1800	0600-1800	0600-1800	CLOSED	CLOSED	Closed US Holidays
School Age Center	431-2624	3163	0600-1800	0600-1800	0600-1800	0600-1800	0600-1800	CLOSED	CLOSED	Closed US Holidays
YOUTH CENTER										

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OFFICE	DSN/PHONE	BLDG	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY	REMARKS		
School Days	431-3040	3166	1400-1800	1400-1800	1400-1800	1400-1800	1400-1800	CLOSED	CLOSED	Closed on Federal Holidays		
Summer and School Breaks	431-3040	3166	1300-1800	1300-1800	1300-1800	1300-1800	1300-1800	CLOSED	CLOSED			
CYS Sports & Fitness	431-2616	3162	0800-1800	0800-1800	0800-1800	0800-1800	0800-1800	CLOSED	CLOSED	Closed US Holidays		
Civilian Personnel Advisory Center (CPAC)	431-3488/ 3127	2948	*1300-1600	*1300-1600	1300-1600	*1300-1600	*1300-1600	CLOSED	CLOSED	*Open BY APPOINTMENT ONLY from 0900-1200. Closed for lunch daily: 1200-1300. Walk-ins welcome any afternoon. CLOSED on Wednesday mornings and US Holidays.		
Commissary	431-2503	2957	0930-1800	0930-1800	0930-1800	0930-1800	0930-1800	CLOSED	CLOSED	Closed US Holidays		
Community Bank	431-2436	2915	CLOSED	0900-1600	0900-1600	0900-1600	0900-1600	0930-1300	CLOSED	Closed German Holidays		
Credit Union, Service Federal	431-3237	2915	1000-1800	1000-1800	1000-1800	1000-1800	1000-1800	1000-1400	CLOSED	Closed US Holidays		
Customs Office (560th MP Customs)	431-2731/2657	2913	*0800-1600	*0800-1600	*0800-1600	*0800-1600	*0800-1600	CLOSED	CLOSED	*Lunch 1200-1300 Closed US Holidays		
Dining Facility	431-2734/2602	2963	Monday through Friday: B 0730-0900, L 1130-1300							CLOSED	CLOSED	Closed US Holidays
Digital Training Facility	431-2936/2329	2931	0800-1700	0800-1700	0800-1700	0800-1700	0800-1600	CLOSED	CLOSED	Closed US Holidays		
Directorate of Logistics (DOL)	431-3418	2953	0730-1700	0730-1700	0730-1700	0730-1700	0730-1630	CLOSED	CLOSED	Closed US Holidays		
Driver's Testing	431-2007	2913	0800-1600	0800-1600	0800-1600	0800-1600	0800-1600	CLOSED	CLOSED	Closed US & German Holidays		
Education Center	431-2506/2714	2915	0800-1630	0800-1630	0800-1630	0800-1630	0800-1630	CLOSED	CLOSED	Closed US Holidays		
Enterprise Car Rental	BC 4638 016	2903	0900-1800	0900-1800	0900-1800	0900-1800	0900-1800	0900-1800	CLOSED	Open US Holidays		
FINANCE, C/208th Finance BN												
In/Out Processing	431-3181	2913	0830-1600	0830-1600	0830-1600	0830-1600	0830-1600	CLOSED	CLOSED	Lunch daily from 1130-1230; Closed US Holidays		
Furnishings Management Office	431-2458/2228	2913	0730-1500	0730-1500	0730-1500	0730-1500	0730-1500	CLOSED	CLOSED	Closed US and German Holidays		
German Canteen	431-2635	2913	M-F 0700-1500							CLOSED	CLOSED	Closed US and German Holidays
Government Relations Advisor	431-3462	2949	0830-1730	0830-1730-	0830-1730	0830-1730	0830-1730	CLOSED	CLOSED	Closed US Holidays		
Gymnasium/Fitness Center	431-2724	2990	0500-2200	0500-2200	0500-2200	0500-2200	0500-2200	0800-2000	0800-2000	US Holidays 0900-1800		
Hazardous Material Reuse Center (HAZMAT)	431-2498	2956	0800-1500	0800-1500	0800-1500	0800-1500	0800-1500	CLOSED	CLOSED	Closed US and German Holidays		
Hazardous Waste Disposal	431-2806/2683	2931	0700-1600	0700-1600	0700-1600	0700-1600	0700-1600	CLOSED	CLOSED			
Hotel	431-2076/431-3490	2905	CIV: 07031-41040 24 hours 7- days a week									CIV: 49 (0) 7031-41040

Civilian - dial: (07031) 15 + last four digits

"BC" = Boeblingen civilian number, dial (07031) + all digits listed

# Panzer Kaserne

UPDATED: 05 February 2013

## Civilian - dial: (07031) 15 + last four digits "BC" = Boeblingen Civilian number, dial (07031) + all digits listed

OFFICE	DSN/PHONE	BLDG	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY	REMARKS	
Housing Customer Service Desk Appliance Repair (DPW)	431-2230 430-4357	2913	0730-1500	0730-1500	0730-1500	0730-1500	0730-1500	CLOSED	CLOSED	Closed US Holidays	
ID and Common Access Cards	431- 2333/3806	2915	0800-1630	0800-1630	0800-1630	0800-1630	0800-1630	CLOSED	CLOSED	Closed US Holidays	
Inspector General	431- 3106/1420	2948	0800-1600	0800-1600	0800-1600	0800-1600	0800-1600	CLOSED	CLOSED	Closed US Holidays	
Installation Access Control Office	431- 2872/2875	2915	0800-1630	0800-1630	0800-1630	0800-1630	0800-1630	CLOSED	CLOSED	Closed US Holidays	
Installation Operations Center (IOC)	431-3742	2949	Operational 24 Hours a Day from Monday through Sunday								Calls will be forwarded to MP desk after hours
Launderette	0621-471673	2995	Open 24 Hours a Day Monday through Sunday								Contact AAFES
Main Gate	431-2687	2999	Open 24 Hours a Day Monday through Sunday								
Marine Corps (MARFOREUR)	431-2380	2901	Open 24 Hours a Day Monday through Sunday								Closed US & Training Holidays
Marine Corps/Navy Relief Society	0160-7055676	2901	Someone is available 24 hours a day.								
Military Clothing Sales Store (MCSS)	BC 229352 431-2761	2952	0700-1900	0700-1900	0700-1900	0700-1900	0700-1900	1000-1800	1000-1800	Closed US Holidays	
NAF HR Office	431-3119	2948	Monday/Tuesday/Thursday/Friday*: 0730-1200; 1300-1630 CLOSED Wednesday morning; Open 1300-1630								*Lunch daily from 1200-1300 on US Holidays CLOSED
Optical Shop	BC 437-993	2903	1000-1900	1000-1900	1000-1900	1000-1900	1000-1900	1000-1900	1000-1900	Closed	
Outdoor Recreation (MWR)	431-2774	2953	1000-1800	1000-1800	1000-1800	1000-1800	1000-1800	CLOSED	CLOSED	Holiday hours 1000-1700 Closed US Holidays	
Passport Office	431-2539/2769 3062/2301/2009	2948	0800-1630	0800-1630	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	Emergencies Contact MPD Closed US Holidays	
Photo Lab			See Training Support Center Stuttgart								
Post Office (APO)	431-2563	2915	1000-1600	CLOSED	1000-1600	CLOSED	CLOSED	CLOSED	CLOSED	Closed US Holidays	
Community Mail Room (CMR)	431-2562	2953	Monday through Friday: 1130-1300 and 1530-1800								
POV Inspection	431-2400	2930	*0730-1545	*0730-1545	*0730-1545	*0730-1545	*0730-1545	CLOSED	CLOSED	*Lunch 1200-1230; Closed US & German Holidays	
POV/ Weapons Registration	431- 2833/2883	2930	0745-1530	0745-1530	0745-1530	0745-1530	0745-1530	CLOSED	CLOSED	Closed @1200 last working of month and US holidays	
POV Shipping	431-2617	2931	0800-1700	0800-1700	0800-1700	0800-1700	0800-1700	CLOSED	CLOSED	Call for Pick-up & Drop off times Closed US & German Holidays	
Property Book Office (PBO)	431-2598	2956	0730-1530	0730-1530	0730-1530	0730-1530	0730-1530	CLOSED	CLOSED	Closed US & German Holidays	
PUBLIC AFFAIRS OFFICE											
The Citizen (Newspaper)	431-3105	2949	0800-1700	0800-1700	0800-1700	0800-1700	0800-1700	CLOSED	CLOSED	Closed US Holidays	
Community/ Host Nation Relations	431-3113	2949	0730-1630	0730-1630	0730-1630	0730-1630	0730-1630	CLOSED	CLOSED	Closed US & German Holidays	
Public Affairs Office Main Line	431-3099	2949	0800-1700	0800-1700	0800-1700	0800-1700	0800-1700	CLOSED	CLOSED	Closed US Holidays	

## Civilian - dial: (07031) 15 + last four digits

"BC" = Boeblingen civilian number, dial (07031) + all digits listed

# Panzer Kaserne

UPDATED: 05 February 2013

## Civilian - dial: (07031) 15 + last four digits "BC" = Boeblingen Civilian number, dial (07031) + all digits listed

OFFICE	DSN/PHONE	BLDG	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY	REMARKS		
Website Content Management	431-3104	2949	0730-1600	0730-1600	0730-1600	0730-1600	0730-1600	CLOSED	CLOSED	Closed US Holidays		
Quartermaster Laundry	431-2579	2981	0900-1700	0900-1700	0900-1700	0900-1700	0900-1700	CLOSED	CLOSED	Closed US & German Holidays		
Range Control	431-2415 Fax 2199	3000	0730-1630	0730-1630	0730-1630	0730-1630	0730-1630	CLOSED	CLOSED	Closed US Holidays		
Red Cross			See American Red Cross									
Religious Support Office (Chaplain)	431-3079	2948	CLOSED	0800-1700	0800-1700	0800-1700	0800-1700	CLOSED	CLOSED	Closed US Holidays+Training Holidays		
Resource Management Office	431-2147	2948	0730-1600	0730-1600	0730-1600	0730-1600	0730-1600	CLOSED	CLOSED	Closed US Holidays		
Retiree Support Center	431-3510	2915	CLOSED	*1000-1430	CLOSED	*0900-1500	CLOSED	CLOSED	CLOSED	* Lunch 1200-1300 For emergencies: 431-2886		
Safety Office	431-3134	2948	0730-1600	0730-1600	0730-1600	0730-1600	0730-1600	CLOSED	CLOSED	Closed US & German Holidays		
SATO European Reservations Number			0800-100-7102 Telephone Hours Only: M-F 0800-2000, Sat & Sun 1100-1800								Holiday hours 1000-1800 Closed Christmas Eve & Day, New Years Day	
School / Boeblingen Elementary	431-2715	2918	0700-1600	0700-1600	0700-1600	0700-1600	0700-1600	CLOSED	CLOSED	Closed US Holidays		
School Cafeteria	431-2463	2919	0800-1500	0800-1500	0800-1500	0800-1500	0800-1500	CLOSED	CLOSED			
TRAINING SUPPORT CENTER (JMTC)												
TSC Manager	431-2474	2948	0730-1630	0730-1630	0730-1630	0730-1630	0730-1630	CLOSED	CLOSED	Lunch daily from 1130-1230; Closed US Holidays		
Visual Information/ Photo Section	431-2710	2948	0730-1630	0730-1630	0730-1630	0730-1630	0730-1630	CLOSED	CLOSED	Lunch daily from 1130-1230; Closed US Holidays		
Range Control (Panzer Range Complex)	431-2415	3000	0730-1630	0730-1630	0730-1630	0730-1630	0730-1630	CLOSED	CLOSED	Lunch daily from 1130-1230; Closed US Holidays		
TADS/AV Equipment (Panzer Range Comple	431-2913	3012	0730-1630	0730-1630	0730-1630	0730-1630	0730-1630	CLOSED	CLOSED	Lunch daily from 1130-1230; Closed US Holidays		
Transition Center	431-2698	2915	0830-1200 By Appointment Only & 1300-1530** Walk In							CLOSED	CLOSED	**Pre-retirement
Transportation (Household Goods)	431- 2328/2289 2675/2589/ 2675	2913	0730-1600	0730-1600	0730-1600	1300-1600	0730-1600	CLOSED	CLOSED	Closed US & German Holidays		
University of Maryland	431- 2303/2305	2915	0800-1800	0800-1800	0800-1800	0800-1800	0800-1800	CLOSED	CLOSED	Closed US Holidays		
University of Oklahoma	431-3304	2915	0800-1630	0800-1630	0800-1630	0800-1630	0800-1630	CLOSED	CLOSED	Closed US Holidays		
University of Phoenix	431-3428	2915	0800-1600	0800-1600	0800-1600	0800-1600	0800-1600	CLOSED	CLOSED	Erin.Lipton@phoenix.edu		
USO	431-3505	2915	1000-1800	1000-1800	1000-1800	1000-1800	1000-1800	1000-1400	CLOSED	Closed US & Some Training Holidays		
UTAP-Utility Tax Avoidance Program	431- 3452/3453	2915	0800-1700	0800-1700	0800-1700	0800-1700	0800-1700	CLOSED	CLOSED	Lunch daily from 1200-1300; Closed US Holidays		
VAT-Tax Relief Office	431- 3368/3366	2915	0800-1700	0800-1700	0800-1700	0800-1700	0800-1800	CLOSED	CLOSED	Closed US & Some Training Holidays		
Veterinary Clinic	431-2681	2996	0800-1600	0800-1600	0800-1600	0800-1600	0800-1600	CLOSED	CLOSED	Closed US Holidays and last DOM for inventory		

## Civilian - dial: (07031) 15 + last four digits

"BC" = Boeblingen civilian number, dial (07031) + all digits listed

## Panzer Kaserne

UPDATED: 05 February 2013

<b>Civilian - dial: (07031) 15 + last four digits "BC" = Boeblingen Civilian number, dial (07031) + all digits listed</b>										
OFFICE	DSN/PHONE	BLDG	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY	REMARKS
WIC Overseas	431-3351	2915	0730-1630	0730-1630	0730-1630	0730-1630	0730-1630	CLOSED	CLOSED	Closed US Holidays

Civilian - dial: (07031) 15 + last four digits

"BC" = Boeblingen civilian number, dial (07031) + all digits listed

# Kelley Barracks

UPDATED:05 February 2013

Civilian - dial: (0711) 729 + last four digits listed				"SC" = Stuttgart civilian number dial (0711) + all digits listed							
OFFICE	DSN/PHONE	BLDG	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY	REMARKS	
AAFES Express Shoppette	421-5502 SC75863916	3312	0700-1900	0700-1900	0700-1900	0700-1900	0700-1900	1100-1800	1100-1800	Holiday Hrs 0800-1700	
Alteration Shop	421-4661	3312	CLOSED	1000-1800	CLOSED	1000-1800	CLOSED	CLOSED	CLOSED	Open US, Closed German Holidays	
Arts & Crafts Center, Wood Shop	421-2519	3319	1300-1800	1300-2100	1300-2100	1300-2100	CLOSED	1000-1800	1000-1800	Open US Holidays from 1000-1800 Closed German Holidays	
Barber Shop	421-2630	3312	0800-1600	0800-1600	0800-1600	0800-1600	0800-1600	CLOSED	CLOSED	Open Holidays 0800-1200	
Broadway Café	421-4045	3320	0700-1500	0700-1500	0700-1500	0700-1500	0700-1500	CLOSED	CLOSED	Closed US Holidays & AFRICOM Trng Holidays	
CHILD, YOUTH AND SCHOOL (CVS) SERVICES											
Child Development Center Annex	421-2541	3352	0600-1800	0600-1800	0600-1800	0600-1800	0600-1800	CLOSED	CLOSED	Closed US Holidays	
Child Development Center	421-2056	3368	0600-1800	0600-1800	0600-1800	0600-1800	0600-1800	CLOSED	CLOSED	Closed US Holidays	
School Age Center (Winter Time)	421-2975	3369	1500-1800	1500-1800	1500-1800	1500-1800	1500-1800	CLOSED	CLOSED	Closed US Holidays	
School Age Center (Summer Time)	421-2975	3369	0600-1800	0600-1800	0600-1800	0600-1800	0600-1800	CLOSED	CLOSED	Closed US Holidays	
School Age Center (School Breaks)	421-2975	3369	0600-1800	0600-1800	0600-1800	0600-1800	0600-1800	CLOSED	CLOSED	Closed US Holidays	
Commissary	421- 2366/2779	3316	0930-1800	0930-1800	0930-1800	0930-1800	0930-1800	CLOSED	CLOSED	CLOSED US Holidays	
Community Bank	421-2326	3312	0900-1600	0900-1600	0900-1600	0900-1600	0900-1600	CLOSED	CLOSED	Open US Holidays Closed German Holidays	
Contracting Office, Regional	421- 2195/2935	3313	0800-1600	0800-1600	0800-1600	0800-1600	0800-1600	CLOSED	CLOSED	DSN 421-4408	
Dir of Public Works/Director	421-6105	3318	0730-1600	0730-1600	0730-1600	0730-1600	0730-1600	CLOSED	CLOSED	Closed US and German Holidays	
Environmental Division	421- 6131/6132	3318	0730-1600	0730-1600	0730-1600	0730-1600	0730-1600	CLOSED	CLOSED	Closed US & German Holidays	
Work Management	421-6162	3318	0730-1600	0730-1600	0730-1600	0730-1600	0730-1600	CLOSED	CLOSED	Closed US and German Holidays	
Engineering Plans & Services	421-6211	3317	0730-1600	0730-1600	0730-1600	0730-1600	0730-1600	CLOSED	CLOSED	Closed US & German Holidays	
Operation & Maintenance	421-6250	3319	0730-1600	0730-1600	0730-1600	0730-1600	0730-1600	CLOSED	CLOSED	Closed US Holidays	
Entertainment Branch	421-4704	3320	CLOSED	1230-1730	1230-1730	1230-1730	1230-1730	CLOSED	CLOSED	Closed US Holidays	
Box Office / Ticket Information	421-3055	3320	CLOSED	1230-1730	1230-1730	1230-1730	1230-1730	CLOSED	CLOSED		
Theater Center Office	421-3258	3320	CLOSED	1230-1730	1230-1730	1230-1730	1230-1730	CLOSED	CLOSED		
Gas Station	421-2339	3325	0630-1830	0630-1830	0630-1830	0630-1830	0630-1830	0900-1600	1000-1600	US Holidays 1000-1600	
Gymnasium/Fitness Center	421-2543	3326	0500-2200	0500-2200	0500-2200	0500-2200	0500-2200	0800-2000	0800-2000	US Holidays 0900-1800	
Hazardous Waste Disposal	421- 6132/6131	3318	0700-1600	0700-1600	0700-1600	0700-1600	0700-1700	CLOSED	CLOSED		

Civilian - dial: (0711) 729 + four digits listed

"SC" = Stuttgart civilian number, dial (0711) + all digits listed

# Kelley Barracks

UPDATED:05 February 2013

Civilian - dial: (0711) 729 + last four digits listed			"SC" = Stuttgart civilian number dial (0711) + all digits listed								
OFFICE	DSN/PHONE	BLDG	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY	REMARKS	
Civilian - dial: (0711) 729 + last four digits listed      "SC" = Stuttgart civilian number dial (0711) + all digits listed											
Kelley Clinic	421-5605	3312	0730-1630	0730-1630	0730-1630	0730-1630	CLOSED	CLOSED	CLOSED	For appointments Call 008003-376-22273	
KELLELY COMMUNITY CLUB											
Bar / Lounge	421-4660	3300	1630-2200	1630-2200	1630-2200	1630-2200	1630-2300	CLOSED	CLOSED	Closed US Holidays	
Restaurant, Lunch	421-4660	3300	1100-1400	1100-1400	1100-1400	1100-1400	1100-1400	CLOSED	CLOSED	Closed US Holidays	
Restaurant, Dinner	421-4660	3300	1430-2000	1430-2000	1430-2000	1430-2000	1430-2000	CLOSED	CLOSED	Closed US Holidays	
Slot Room		3300	0800-2130	0800-2130	0800-2130	0800-2130	0800-2130	1830-2130	CLOSED		
Kelley Hotel	421-2815	3301	24 hours 7- days a week								
Lauderette	0621-471-673	3312	Open 24 Hours a Day Monday thru Sunday								
LEGAL OFFICE      Notary and Powers of Attorney are the only services available on a "walk-in" basis.											
Legal Assistance	421-4152	3312	*0900-1630	0900-1300	*0900-1630	1300-1630	*0900-1630	CLOSED	CLOSED	*Closed 1300-1400 (M,W,F) Closed US Holidays	
Claims Office	421-4597	3312	0900-1700	0900-1700	0900-1700	0900-1700	0900-1700	CLOSED	CLOSED	Closed 1300-1400 Closed US/Training Holidays	
Tax Center	421-4588	3312	0900-1600	0900-1600	0900-1600	0900-1600	0900-1600	CLOSED	CLOSED	By Appointment Only	
Military Justice	421-4156	3312	0900-1630	0900-1630	0900-1630	CLOSED	0900-1630	CLOSED	CLOSED	Closed 1130-1300 Closed US/Training Holidays	
International Affairs	421-2604	3312	0700-1600	0700-1600	0700-1600	0700-1600	0700-1600	CLOSED	CLOSED	Closed US/Training Holidays	
Administrative Law	421-4152	3312	0900-1630	0900-1300	0900-1630	1300-1630	0900-1630	CLOSED	CLOSED	Closed 1300-1400 (M,W,F) Closed US/Training Holidays	
Military Intelligence Det. MID	0171-225-8251 2208	3308	0800-1700	0800-1700	0800-1700	0800-1700	0800-1700	CLOSED	CLOSED	Notify MPs after-hours (0171-225-8251 is open 24 hours)	
Morale Welfare and Recreation (MWR)	421-2089	3307	0800-1700	0800-1700	0800-1700	0800-1700	0800-1700	CLOSED	CLOSED	Closed US Holidays	
MWR Marketing Center	421-2871	3307	0800-1700	0800-1700	0800-1700	0800-1700	0800-1700	CLOSED	CLOSED	Closed US Holidays	
NAF Contracting Office	421-2528	3307	*0800-1700	*0800-1700	*0800-1700	*0800-1700	*0800-1700	CLOSED	CLOSED	*Lunch 1200-1300 Closed US Holidays	
Pizza Hut	0711-7191-7736	3384	1100-1900	1100-1900	1100-1900	1100-1900	1100-1900	1100-1900	CLOSED	Closed US Holidays	
Post Office (APO)	421-2542	3312	CLOSED	CLOSED	1000-1600	CLOSED	1000-1600	CLOSED	CLOSED	Closed US Holidays	
Community Mail Room (CMR)	421-2330	3312	Monday through Friday: 1130-1300 and 1530-1800								

Civilian - dial: (0711) 729 + four digits listed

"SC" = Stuttgart civilian number, dial (0711) + all digits listed

# Kelley Barracks

UPDATED:05 February 2013

Civilian - dial: (0711) 729 + last four digits listed				"SC" = Stuttgart civilian number dial (0711) + all digits listed						
OFFICE	DSN/PHONE	BLDG	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY	REMARKS
Subway	0711-7191-7736	3384	1100-1800	1100-1800	1100-1800	1100-1800	1100-1800	CLOSED	CLOSED	Closed US Holidays
Tricare	421-5616	3312	0730-1630	0730-1630	0730-1630	0730-1630	CLOSED	CLOSED	CLOSED	Closed US Holidays

Civilian - dial: (0711) 729 + four digits listed

"SC" = Stuttgart civilian number, dial (0711) + all digits listed

# Robinson Barracks

UPDATED: 31 January 2013

**Civilian - dial: (0711) 819 + last four digits      "SC" = Stuttgart civilian number (0711)+ all digits listed**

OFFICE	DSN/PHONE	BLDG	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY	REMARKS	
Chaplains Office	420-6363	115	Please call the Panzer Chaplain's Office for more information and for weekend service times 430-5000/ 0711-680-5000								
CHILD, YOUTH AND SCHOOL (CYS) SERVICES											
School Age Center	420-7017	151	0600-1800	0600-1800	0600-1800	0600-1800	0600-1800	CLOSED	CLOSED	Closed US Holidays	
YOUTH CENTER	420-7189	151								Closed US Holidays	
School Days	420-7189	151	1400-1800	1400-1800	1400-1800	1400-1800	1400-1800	CLOSED	CLOSED		
Summer and School Breaks	420-7189	151	1300-1800	1300-1800	1300-1800	1300-1800	1300-1800	CLOSED	CLOSED		
Commissary	420-7923	146	CLOSED	1200-2000	1200-2000	CLOSED	1200-2000	1200-2000	1200-2000		
Community Bank	420-7408/7198	146	CLOSED	*0900-1600	CLOSED	*0900-1600	CLOSED	CLOSED	CLOSED	*Lunch 1300-1400 Closed German Holidays	
Community Club/Bar	420-6129	168	CLOSED	CLOSED	CLOSED	1800-2200	1800-2300	1800-2300	CLOSED		
Furniture Store (AAFEs)	0711-6994-5880	168	CLOSED	1100-1900	1100-1900	1100-1900	1100-1900	1100-1800	1100-1800		
Gymnasium/Fitness Center	420-6317	151	0500-2100	0500-2100	0500-2100	0500-2100	0500-2100	0900-1800	0900-1800	US Holidays 0900-1800	
Hazardous Waste Disposal (DPW)	420-6033	139	0700-1600	0700-1600	0700-1600	0700-1600	0700-1600	CLOSED	CLOSED	Closed US Holidays	
IFMS (GSA Fleet EUR)	421-2885/2160	193	0730-1600	0730-1600	0730-1600	0730-1600	0730-1600	CLOSED	CLOSED	Closed US Holidays	
Library	420-6424	151	CLOSED	1100-1900	1100-1800	1100-1900	1100-1800	1100-1600	CLOSED	Closed US Holidays	
Post Office (APO)	420-6223	169	CLOSED	CLOSED	1300-1600	CLOSED	CLOSED	CLOSED	CLOSED	Closed US Holidays	
Community Mail Room (CMR)	420-7323	196	Monday, Tuesday, Thursday, Friday 1430-1800							CLOSED	CLOSED
SCHOOL											
Elementary	420-7112	148	0800-1600	0800-1600	0800-1600	0800-1600	0800-1600	CLOSED	CLOSED	Closed US Holidays	
School Cafeteria	SC 817-8358	147	0830-1400	0830-1400	0830-1400	0830-1400	0830-1400	CLOSED	CLOSED		
School Nurse	420-6362	148	0800-1500	0800-1500	0800-1500	0800-1500	0800-1500	CLOSED	CLOSED	Closed US Holidays	
Self-Help Store	420-6076	195	*0900-1500	*0900-1500	*0900-1500	*1000-2000	*0900-1500	CLOSED	CLOSED	*Lunch 1200-1245 Closed German Holidays	
Thrift Store	SC854242	196	CLOSED	CLOSED	CLOSED	CLOSED	*1000-1400	*1000-1400	CLOSED	*1000-1300 consignment	

Civilian - dial: (0711) 819 + last four digits      "SC" = Stuttgart civilian number, dial (0711) + all digits listed

# Stuttgart Army Airfield

UPDATED: 31 January 2013

OFFICE	DSN/PHONE	BLDG	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY	REMARKS		
Airfield Manager	421-4103	3255	0800-1700	0800-1700	0800-1700	0800-1700	0800-1700	CLOSED	CLOSED			
Airfield Transient Alert	421-4253	3227	0600-2200	0600-2200	0600-2200	0600-2200	0600-2200	0600-2200	0600-2200			
Base Operations	421-4273	3255	Open 24 hours a Day, Monday through Friday							0600-2200	0600-2200	Flight Operations 421-4123-4101
E CO, 52nd Aviation Regiment Co. Cdr	421-4214	3255	0800-1700	0800-1700	0800-1700	0800-1700	0800-1700	CLOSED	CLOSED			
Fax (Admin)	421-4180											
Fire Station	421-4237	3259	Open 24 Hours a Day, Monday through Sunday									
Postal - 510th Postal Co.	421-4286/2520	3214	0900-1800	0900-1800	0900-1800	0900-1800	0900-1800	CLOSED	CLOSED	Closed US Holidays		
Transportation Motor Pool (TMP)	421-2389/2454	3241	0730-1600	0730-1600	0730-1600	0730-1600	0730-1600	CLOSED	CLOSED	Closed German & US Holidays		

**Civilian - dial: (0711)  
729 + last four digits**

## Stuttgart Golf Course

Aldingerstr. 975, Kornwestheim

OFFICE	DSN/PHONE	BLDG	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY	REMARKS	
Admin Office	(07141) 879150	975	0800-1400	0800-1400	0800-1400	0800-1400	0800-1400	0800-1400	0800-1400	Times varies do to seasons	
Driving Range	(07141) 879151		0800-1630	0800-1630	0800-1630	0800-1630	0800-1630	0800-1630	0800-1630	Times varies do to seasons	
Pro Shop	(07141) 879151		0800-1630	0800-1630	0800-1630	0800-1630	0800-1630	0800-1630	0800-1630	Times varies do to seasons	
Restaurant	(07154) 1379674	975	Need to call for operating hours.....Time varies do to Seasons								

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