Attachment 2

DOCUMENTATION REQUIRED
FOR ELIGIBILITY DETERMINATION
(OVERSEAS ALLOWANCES)

RETIREES/LOCALLY SEPARATED MILITARY (Submit all of the following):

_____ Copy of DD-214; AND
_____ Copy of Retirement/Separation Orders; AND
_____ Copy of Orders to Overseas Area; AND
_____ Copy of Last Leave & Earnings Statement; AND
_____ Verification from employee certifying that travel entitlement from military has not been used; AND
_____ Certification from management that there are no other locally qualified candidates to fill the position

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ENTERED THE OVERSEAS AREA AS A DEPENDENT OF MILITARY OR CIVILIAN SPONSOR ELIGIBLE FOR QUARTERS ALLOWANCE (Submit one of the following, plus the last item):

_____ Copy of Divorce/Separation documents (from sponsoring spouse); OR
_____ Copy of Death Certificate (of sponsoring spouse); OR
_____ Copy of orders showing sponsor left area permanently; OR
_____ Copy of orders showing sponsoring spouse's work location became so separated that common dwelling could not be maintained; OR
_____ Documentation showing sponsoring spouse became physically or mentally incapable of continued employment with the Government

PLUS:
_____ Copy of orders showing travel to the overseas area as a dependent

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OTHER LOCAL HIRE (Submit item 1, or items 2 & 3):

_____ Copy of letter showing Management Directed Reassignment; OR
_____ Copy of orders/contract from firm in overseas area that provided travel and transportation to the overseas area and entitlement for return to the US; AND
_____ Letter from transportation office/company that travel entitlement to return to the US has not been used
DETERMINATION OF ELIGIBILITY
FOR FOREIGN ALLOWANCES

NAME ___________________________ GRADE __________________

TITLE ___________________ DUTY STATION ________________ EOD ______

> Were you recruited in the United States?
  By the US Government? YES ____ NO ____
  By a firm providing return transportation? YES ____ NO ____

> Were you reassigned from another overseas area?
  If yes, was this a management directed action? YES ____ NO ____

> Did you receive LQA at your last duty station? YES ____ NO ____

> Are you a local hire?
  Date you entered the overseas area: ______________

Place of actual residence in the US: _______________________

Marital Status: ___________________ Employment status of spouse: ___________________

Reason for being in the country (if necessary, use a separate sheet to explain fully and account for all time since leaving the US):

DEPENDENTS IN THE AREA:

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<th>RELATIONSHIP TO YOU</th>
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Employee Signature                      Date                      1 of 2