

da 5960 form

DA 5960 form is an essential document used by members of the U.S. military when requesting a waiver or exemption from certain requirements due to specific circumstances. This form is particularly important for service members who need to document their requests formally for considerations such as deployment, medical issues, or other personal matters. Understanding the DA 5960 form, its purpose, and the process involved in filling it out can significantly ease the bureaucratic burden often experienced by military personnel.

What is the DA 5960 Form?

The DA 5960 form, formally known as the "Authorization to Start, Stop, or Change Basic Allowance for Housing (BAH)," is primarily utilized for managing Basic Allowance for Housing. This form allows military personnel to request changes in their housing allowance based on various factors, including changes in duty station, marital status, or dependent status.

Purpose of the DA 5960 Form

The main purposes of the DA 5960 form include:

- Requesting a start, stop, or change in Basic Allowance for Housing (BAH).
- Documenting changes in dependent status, such as marriage or divorce.
- Updating current address information for housing allowances.
- Ensuring service members receive the correct housing benefits based on their circumstances.

Who Needs to Fill Out the DA 5960 Form?

Military personnel who experience changes in their living situation or family status may need to fill out the DA 5960 form. This includes:

- Active duty service members.
- Reservists on active duty.
- National Guard members on active duty.

- Members transitioning between duty stations.
- Service members who have experienced changes in marital or dependent status.

How to Fill Out the DA 5960 Form

Filling out the DA 5960 form may seem daunting, but following a structured approach can simplify the process. Here's a step-by-step guide:

Step 1: Gather Necessary Information

Before you begin filling out the form, ensure you have the following information at hand:

- Your personal identification details (name, rank, and service number).
- Current address and any previous addresses.
- Details regarding your dependents, including Social Security numbers and dates of birth.
- Information on any recent changes in your family or living situation.

Step 2: Download the DA 5960 Form

The DA 5960 form can typically be downloaded from the official U.S. Army website or through your unit's administrative office. Make sure to obtain the most current version of the form.

Step 3: Complete the Form

When filling out the form, pay attention to the following sections:

1. **Service Member Information:** Include all required personal details accurately.
2. **Dependent Information:** List all dependents and their relevant details.
3. **Type of Request:** Specify whether you are starting, stopping, or changing your BAH.

4. **Reason for Request:** Clearly explain the reason for your request, such as a change in duty station or marital status.

Step 4: Review and Sign

After completing the form, thoroughly review all information for accuracy. Any errors may delay processing. Once verified, sign and date the form.

Step 5: Submit the Form

Submit the completed DA 5960 form to your unit's administrative office or the appropriate finance office. Ensure that you keep a copy for your records.

Common Mistakes to Avoid

To ensure your DA 5960 form is processed without delays, be aware of these common mistakes:

- Incorrect personal information: Double-check names, ranks, and service numbers.
- Omitting dependents: Ensure all dependents are listed accurately.
- Incomplete sections: Fill out every relevant section of the form.
- Missing signatures: Don't forget to sign and date the form before submitting it.

Understanding the Impact of the DA 5960 Form

The DA 5960 form plays a crucial role in ensuring that service members receive the appropriate housing benefits. A correctly filled out form can lead to timely adjustments in BAH, which can significantly impact a service member's financial stability.

Benefits of Submitting the DA 5960 Form

Submitting the DA 5960 form provides several benefits, including:

- Access to accurate housing allowances based on current circumstances.
- Financial stability during transitions between duty stations.
- Ensuring that service members are compensated fairly for changes in their living situation.

Conclusion

The **DA 5960 form** is a vital tool for U.S. military personnel navigating changes in their housing allowance due to various life events. By understanding its purpose, following the correct procedure for filling out the form, and avoiding common mistakes, service members can ensure they receive the benefits they are entitled to without unnecessary delays. Whether you are a new recruit or a seasoned service member, being familiar with the DA 5960 form can empower you to manage your housing allowance effectively and maintain financial stability throughout your military career.

Frequently Asked Questions

What is the DA 5960 form used for?

The DA 5960 form is used by the United States Army to request a waiver for the repayment of certain debts, typically related to financial obligations arising from military service.

Who can fill out the DA 5960 form?

Active duty service members, reserves, and certain veterans can fill out the DA 5960 form to seek financial relief or waiver.

What types of debts can the DA 5960 form address?

The DA 5960 form can address debts related to overpayments, advance pay, and other financial obligations incurred during military service.

Where can I obtain a DA 5960 form?

The DA 5960 form can be obtained from the official Army publications website or through your unit's administrative office.

Is there a deadline for submitting the DA 5960 form?

Yes, there may be specific deadlines for submitting the DA 5960 form, typically outlined by the Army or unit policy, so it's important to check with your administrative office.

What information is required to complete the DA 5960 form?

The form requires personal information, details about the debt, reasons for the waiver request, and any supporting documentation that can justify the request.

Can the DA 5960 form be submitted electronically?

Yes, many units allow the DA 5960 form to be submitted electronically, but this depends on the specific guidelines of your unit or command.

What happens after I submit the DA 5960 form?

After submission, the form will be reviewed by the appropriate financial or administrative officials, who will assess your request and communicate their decision.

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