ADDRESS CHANGE FORM

PRIVACY ACT STATEMENT

Personal information is solicited on this form. As required by the Privacy Act of 1974, we advise:


2. PRINCIPAL PURPOSES: To permit address changes for the Joint Uniform Military Pay System (JUMPS), the Retired Pay Systems, the Reserve component pay systems, and the civilian pay systems. To maintain a record of current address for pay related matters and bonds.

3. ROUTINE USES: Information may be disclosed to the General Accounting Office to provide financial information; Federal, State, and local courts for tax and welfare purposes; U.S. treasury to provide information on bonds purchased; and to the Department of Justice in some cases for criminal prosecution, civil litigation, or investigative purposes.

4. DISCLOSURE: Voluntary; however, failure to provide the requested information as well as the SSN may result in a delay in receipt of funds, Leave and Earnings Statement, Net Pay Advices, and miscellaneous pay-related documents.

Complete section 1 to change your mailing or organizational address for pay related items. Complete Section 2 to change the mailing address for some or all of your payroll deduction U.S. Savings Bonds. Civilian employees do not use Section 2 for bonds.

SECTION 1

NAME | Social Security #

CHECK ONE:

- AD
- RET
- CIV
- GUARD/RES
- AIR FORCE
- ARMY

NEW MAILING ADDRESS

NUMBER, STREET, PO BOX

CITY, STATE, ZIP, APO/FPO

NEW ORGANIZATIONAL ADDRESS

UNIT/OFFICE SYMBOL | DUTY PHONE | BOX NO | RNLTLD | DEPARTURE DATE | EST ARR DATE

GRADE | LOCAL ADDRESS | HOME PHONE

FORWARDING ADDRESS

SECTION 2

NEW ADDRESS CHANGE FOR PAYROLL DEDUCTION BONDS

BOND #1

- NAME TO WHOM MAILED
- NUMBER, STREET, PO BOX
- CITY, STATE, ZIP, APO/FPO

BOND #2

- NAME TO WHOM MAILED
- NUMBER, STREET, PO BOX
- CITY, STATE, ZIP, APO/FPO

BOND #3

- NAME TO WHOM MAILED
- NUMBER, STREET, PO BOX
- CITY, STATE, ZIP, APO/FPO

BOND #4

- NAME TO WHOM MAILED
- NUMBER, STREET, PO BOX
- CITY, STATE, ZIP, APO/FPO

SIGNATURE OF MEMBER/EMPLOYEE

DATE

AF Form 1745, NOV 90 (Word 6.0) PREVIOUS EDITION WILL BE USED