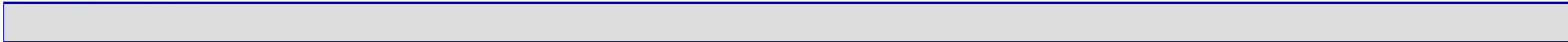


Completing the DD Form 5960



DA Form 5960



Recertification of Basic Allowance for Housing



- DA Form 5960; Authorization to Start, Stop, or Change Basic Allowance for Quarters, and/or Variable Housing Allowance
- Soldier must report changes that may affect the entitlement to ensure proper payment
 - ✓ Termination of family-type housing
 - ✓ Assignment to family-type housing
 - ✓ Married, divorced, or birth of child
 - ✓ Legal separation or court ordered child support
 - ✓ Spouse enlisted or discharged from military
 - ✓ Child enlisted to Military (If only Dependent)



Completing the DA Form 5960 (BAH) (1 of 5)



Blocks 1-3

- Fill in your personal information
 - ✓ Name
 - ✓ SSN
 - ✓ Grade

1. NAME (<i>Last, First, MI</i>)	
2. SOCIAL SECURITY NUMBER	3. GRADE

Block 4

- Mark with an “X” whichever type of action applies (if you got married, had a child, cleared government quarters that are not privatized, or had other changes mark “START” -need substantiating documents-If there are no changes, you will mark “RECERTIFICATION”

4. TYPE OF ACTION							
<input type="checkbox"/>	START	<input type="checkbox"/>	CANCEL	<input type="checkbox"/>	CHANGE	<input type="checkbox"/>	REPORT
<input type="checkbox"/>	CORRECT	<input type="checkbox"/>	STOP	<input checked="" type="checkbox"/>	RECERTIFICATION	<input type="checkbox"/>	<input type="checkbox"/>



Completing the DA Form 5960 (BAH) (2 of 5)



Blocks 5 - 6

- Enter your unit address (for example: CAC, 256 MP CO, 40th MP CGSC Student)
- Enter effective date of the action (most cases date you report to the installation)

✓ This date is available on line 16 on your DA Form 31, Leave Request

5. DUTY LOCATION (Include Station, Name, City, State and Zip Code)	6. DATE/ACTION (YYMMDD)
--	-------------------------

Block 7

- Mark an X in the block BAH type that applies
 - ✓ Single Soldiers paying child support should mark “partial” BAH
 - ✓ Soldier married to another Soldier could claim with or without dependents rate
 - ✓ Only one parent can claim the children.

7.	BAQ TYPE	
	WITH DEPENDENTS	PARTIAL
	WITHOUT DEPENDENTS	



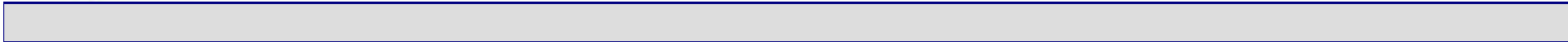
Completing the DA Form 5960 (BAH) (3 of 5)



Block 8

- Mark with an “x” the appropriate selection (next to the left)
- Follow on to any necessary sub-blocks
 - ✓ Example: If you check married you must fill in sub-blocks (1), (2), and (3)
 - ✓ Have documentation available to support any changes (marriage license, birth certificate, divorce decree, adoption documents, and/or others)

8. MARTIAL/DEPENDENCY STATUS								
<input type="checkbox"/>	a. SINGLE		<input type="checkbox"/>	b. MARRIED <i>(see blocks (1), (2) & (3))</i>		<input type="checkbox"/>	c. DIVORCED <i>(see blocks (1), (2) & (3))</i>	
<input type="checkbox"/>	d. LEGALLY SEPARATED <i>(see blocks (1), (2) & (3))</i>			<input type="checkbox"/>	e. DEPENDENT CHILD <i>(see blocks (4), (5) & (6))</i>			
(1) Spouse/Former Spouse SSN			(2) Spouse/Former Spouse Duty Station			(3) Date of Marriage, Divorce/Separation		
(4) Child in Custody of:	<input type="checkbox"/>	Member	<input type="checkbox"/>	Spouse	<input type="checkbox"/>	Former Spouse	<input type="checkbox"/>	Other
(5) If you check "OTHER" above prepare DD Form 137 to establish dependency.								
(6) If child support received from another military member, complete (1), (2), & (3)								



Completing the DA Form 5960 (BAH) (4 of 5)



Block 9

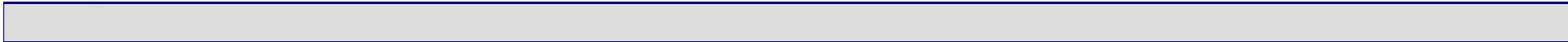
- Check “ADEQUATE” if you have been assigned to government quarters; or if you are living in the barracks
- Check “NOT AVAILABLE” if you are residing off post; or if you are living in transient facilities

9. QUARTERS ASSIGNMENT/AVAILABILITY			
	a. ADEQUATE (see block (1))		b. INADEQUATE (see blocks (1), (2) &(4))
	c. TRANSIENT (see block (3))		d. NOT AVAILABLE

Block 10

- If you have dependents list them here, be sure to include children’s date of birth

10. DEPENDENTS/SHARERS <i>(Continue on back if required)</i>			
NAME OF DEPENDENT/SHARER	COMPLETE CURRENT ADDRESS <i>(Include ZIP Code)</i>	RELATIONSHIP	DOB OF CHILDREN



Completing the DA Form 5960 (BAH) (5 of 5)



Block 11

- **Married soldiers, or soldiers with qualified dependents; initial in both boxes**

11. CERTIFICATION OF DEPENDENCY SUPPORT	
<i>JD</i>	I certify that I provide, or am will to provide adequate support for the above named dependents. I am aware that failure to support the above named dependents may result in stopping BAQ and recouping BAQ for any prior periods/nonsupport
<i>JD</i>	I AW service regulations, I certify that the dependency status of my primary dependents, on whose behalf I am receiving BAQ, has not chnaged so as to affect my entitlement thereto for the period

Blocks 13 - 14

- **Sign and date this document**
- **Failure to sign the document WILL result in not getting paid your BAH in a timely manner**

13. MEMBER'S SIGNATURE	14. DATE



•BASIC ALLOWANCES FOR HOUSING: CHANGES DUES TO PCS



- Soldiers are entitled to Basic Allowance for Housing (BAH) at the last duty stations rate through the day of sign in to the New Duty Station.
-
- Soldiers may be overpaid allowances at the old rate due to system cutoff dates. If this happens then a debt will be on the Soldiers Leave and Earning Statement (LES).
-
- The debt may be collected immediately or the collection will be suspended for 60 days from the date of input. Please watch your LES for changes. If you have an ADV DEBT on the entitlement side of the LES then the collection has NOT been made so expect it to be collected within the next 2 months.
-
- If you are returning from overseas and were receiving COLA/OHA, these entitlements stop and BAH II will be effective from the day of SIGN OUT of the OLD DUTY STATION until you SIGN IN to the NEW DUTY STATION. This is a flat rate according to rank.
-
- If you were in Government Owned Quarters then BAH II will start the day you terminate those quarters due to PCS orders.
- If you were in Single Type quarters you will be receiving BAH II the day of SIGN OUT of the OLD DUTY STATION until you SIGN IN to the NEW DUTY STATION. This is a flat rate according to rank.



•BASIC ALLOWANCES FOR HOUSING: CHANGES DUES TO PCS



ENTITLEMENTS		
	TYPE	AMOUNT
A	BASE PAY	2034.90
B	BAS	357.55
C	BAH	591.00
D	FSH	25.00
	ADVANCE DEBT	281.00
F		
G		
H		
I		
J		
K		
L		
M		
N		
O		



DEDUCTIONS	
TYPE	AMOUNT
FEDERAL TAXES	239.24
FICA-SOC SECURITY	126.16
FICA-MEDICARE	29.51
STATE TAXES	62.47
SGLI	27.00
AFRH	50
SGLI FAM/SPOUSE	5.00
DEBT	281.00
MID-MONTH-PAY	1400.05

