

Frequently Asked Questions

Do you take advance applications for housing?

Due to the International Housing Office requirements, advance applications for housing prior to actual arrival, are not permitted.

When can I apply for housing?

Upon your physical arrival to SHAPE Headquarters.

Can I select the area where I want to live?

If assigned to US Government Housing, you must take the area offered. If you are authorized to live in private leased housing off-post, you may choose where you want to live. Note: Army Family Housing (AFH) is generally only available for service members in the grades of E1 – E6; there is no officer AFH.

Can I live off-post?

Only if you obtain a certificate of non-availability.

How long does it take to find housing?

Generally, off-post housing is usually acquired within 30 – 45 days after arrival.

What size are the houses (on-post, off-post) and where can I get/see the floor plan?

Army Family Housing units usually run between 1300 and 1450 ft². Off post private rental housing varies greatly in size.

I've heard the electric systems are different in Belgium; will my appliances work or will I have to buy new ones?

Most people use transformers for their little equipment that is 110 volt only. Transformers are easily obtained at the PX, thrift store or for sale by fellow service members. Washer, dryer, refrigerator and dishwasher are provided at no cost to the service member who has the transportation agreement.

Is housing overseas different from US homes?

Belgian homes and apartments are generally smaller than in the United States.

Will military members still have the option to live off-post?

If AFH is available and the service member is army and in the grade of E1 – E6, (for other services, the service member can decide to live off post)., they will not be allowed to live off-post in private leased housing; all others will be required to live off-post in private rental housing.

What are Basic Allowance for Housing (BAH) entitlement and rent allotments?

Use code BE019 on the following website: <http://www.defensetravel.dod.mil/site/ohaCalc.cfm>

How and who is starting and stopping my BAH and/or Overseas Housing Allowance (OHA)?

The US Housing Office, SHAPE will start or stop your Overseas Housing Allowance by submitting DD Form 2367 to the local Finance office.

Are there any restrictions on bringing our pets?

Belgian law requires the international standard organization (ISO) microchip be implanted in every dog, cat and ferret. Currently, the microchip placement must be performed by a local

veterinarian. When the dogs are not confined, dogs must be on a leash. Pet owners should bring veterinary records with them during in-processing.

For private rental housing, many landlords add a clause in the lease, restricting or forbidding pets.

For more information on pets, click on:

<http://www.garrisonchievres.eur.army.mil/sites/local/newcomer/prearrival.htm>

Restrictions on the number of pets?

In Army Family Housing, the maximum number of pets is 2.

Restrictions on the type/breed of dog?

Not at this time but check with your local transportation office for the latest restrictions.

Restriction on the type of pet, i.e., "Can I have my pet snake/iguana/ferret/pot-bellied pig?"

Yes

What schools are in the area?

The SHAPE American Elementary School, The SHAPE American High School and the SHAPE International School.

What is the loaner furniture program?

It is meant to provide service members and those civilians under a transportation agreement with the temporary use of beds, tables, chairs, and couches until such time as their HHG are delivered. It can also be provided for short duration periods such as visitors or college students home for the summer.

May I keep the loaner items for my tour of duty?

Only the appliances (washer, dryer, refrigerator, stove and dish washer) kitchen hutch and wardrobes.

How long can I keep the loaner furniture when I arrive/depart?

Up to 90 days.

Do you issue furniture/appliances on a permanent basis?

Appliances, wardrobes and kitchen hutch are issued on permanent basis. Nevertheless, unaccompanied personal can also keep all the loaner furniture for the duration of their tour.

Where do I stay while I wait for housing?

Army Family Lodge (94 units). If a certificate of non-availability for the Lodge is issued, in one of the local hotels in the vicinity of SHAPE HQ.

Do I get credit if I'm coming from a dependent restricted tour?

Yes, for the FH waiting list, that will affect the eligibility date.

How much credit (months) do I get from being on a dependent restricted tour?

Up to 14 months.

Do I need renters insurance for on-post, partner or private rental housing?

Yes.

Who is eligible for Family housing?

E1 – E6.

What is the waiting time for housing?

Depending on what is available, it could be up to a year.

What determines the list I am placed on and my placement on the list?

If you are coming from a deployed location, your placement on that list will be determined by the date you actually deployed.

What is a waiting list?

The US Housing Office maintains a waiting list for Army Family Housing.

Once placed on the wait list, may I transfer to a different list?

No, there are only two waiting list, one for three bedrooms housing and one for four bedrooms housing. The housing is offered to the service member regardless of the housing area.

What happens if someone has the same eligibility date as me?

Whoever signed up first will have the priority.

What does it mean if my wait list position moves up and down?

It means that someone PCS'ed in that was deployed longer than you and has bumped you to a lower position; or if service member is lower rank, or part of EFMP program.

May I request placement on more than one wait list at one time?

For off-post private rental housing, you may be on 3 different lists at once. For FH, only one waiting list.

How long will my application remain active once submitted?

For FH, until your name comes to the top and you accept or decline the proposed housing. For off post housing, seven days.

How does military housing privatization affect a Service Member's BAH?

It does not exist overseas.

How will my rent be paid?

For Off post housing, you are responsible for paying your rent through bank transfer (EFT) to your landlord. For FH, there is no rent.

Is there to be a Self-Help program?

Yes for AFH occupants. A list of specified items is also available to of post rental housing tenants.

What are the requirements for vacating my home?

For off post private rental housing, you must give a full months notice to the landlord. For FH, you just have to provide your PCS'orders.

When I move, do I have to clean?

You are responsible for meeting the cleaning standards that will be explained to you upon assignment.

Under privatization, will the partner handle the clearing process, or will it remain with housing?

Privatization does not exist overseas.

I have two children, one female and one male; how many bedrooms do I qualify for?

3 bedrooms depending on the age of the children.

I have a Family member enrolled in EFMP, how will that affect my on-post housing assignment and waiting time?

You need to be cleared by the EFMP coordinator before assignment to Belgium. Once that is accomplished, you will be assigned according to the applicable Army regulations.

If I live on post, what type of housing can I expect?

FH has three or four bedrooms houses located off post but very close from the installations. .

I am a dual military household; whose name will the housing lease be under?

Both names.

I have a dual military household and my wife is stationed at another installation. Can I apply for housing?

If you have dependents with you and are in the grade of E1 – E6, you may apply for AFH as long as your spouse at the other location is not in government housing.

Can my spouse or someone else accept a home on my behalf?

Only with a Power of Attorney.

I currently live on post but would like to move to a different house. Can we apply for another wait list?

No.

In privatized on-post housing will I be responsible for utilities?

We have currently no privatized on-post housing.

Can I accept on-post housing before I sign into the installation?

No.

I am a single Service Member with one child, am I eligible for on-post housing?

If you are in the grade of E1 – E6, you may apply for AFH.

I'm TDY in route, when can I be put on the housing list?

The date you sign in to SHAPE.

What will my eligibility date be?

The date you departed your permanent duty station.

What amenities are included with the privatized on-post community housing?

There is no privatized on-post community housing.

My Family was assigned to a 4-bedroom home at my last duty station. Will I automatically qualify for a 4-bedroom home?

It depends how many dependents are on your orders.

Once I am offered a home, how long do I have to accept/decline?

For off-post housing, 7 days. For FH, one business day.

What happens if I decline a home?

You will be moved to the bottom of the list and lose the option of the government paying for your move, should you decide to change your mind at a later date.

Will my BAH/OHA cover my rent and utilities?

OHA/BHA are calculated to cover rent and utilities.

If I get married after I have been living off post with a certificate of nonavailability (CNA) do I have to apply for on post housing?

No.

How much is the rent for off-post housing?

The rent amount varies depending on the house. Housing will advise service member before signing a lease.

Are there any off limit Landlords?

Yes.

How do I get a list of available rentals in the area?

They are listed on our boards and are being placed on the Army Housing Referral network (AHRN)

I just received Deployment Orders. Can I terminate my lease before I depart?

Yes, with one month notice if the service member has a private lease.

I received notification that my Family can move on-post but I just renewed my lease. Can I break the lease and move?

Generally, there is a government clause in the lease that allows the lease to be broken with one month notice, should military quarters (either on-post or AFH) become available. But the landlords have the choice whether or not to have that clause in the original lease.

I'm unaccompanied; do I have to live on-post?

If you are army and in the grade of E1 – E6 and there is room in the barracks, you will be assigned to the barracks.

My roommate and I both signed a lease but she has moved out. Can I get out of the lease?

No, unless an agreement is signed between lessee and lessor.