



## **VFA-115 Guide: Moving to Japan**

*Updated November 2015*

**Note from the Commanding Officer:** Packing up all your belongings and moving halfway around the world is hard. At VFA-115 taking care of our Sailors and their families is our #1 PRIORITY. We understand the move overseas and the transition to a new job may come with some anxiety and "lots" of questions. We've all been through it, know what it's like, and are here to help. This guide is designed to inform incoming members and answer many of the commonly asked questions. Also, our sponsors are dedicated to helping make your move as easy, simple and worry free as possible. Please work closely with your sponsor. They are by far your best resource when preparing for your move. Hopefully you find this informative and useful. Welcome to Japan and Welcome to VFA-115, we are excited to have you as part of our team!

All the best and safe travels!

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Douglas T. Gray

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This guide is divided into two major sections. A "Pre-Move" section, detailing things to do before getting here and a "We're Here" section that discusses what to do after arriving in Atsugi. Throughout the process, **patience is important** – plan on everything taking longer than you expect. Remember, it's the government and nothing happens quickly without the correct paperwork done in the correct order. Now let's get started....

### **Pre-Move**

#### **ESTABLISHING CONTACT**

As soon as you receive your orders you will be able to get the process started. Only after you have orders can you schedule your move. Also make sure your orders have your final PCS location as Atsugi. If your orders terminate with an interim stop (I-Stop) you won't be able to step up your move. If you are married or bringing a dependent to Japan, you must also start the Dependent Entry Approval process. More on this below. VFA-115 will send every incoming Sailor a Welcome Aboard package, either by email or postal mail, or both. Listed in this package is the name of your sponsor. It is imperative that you communicate all needs, questions, and concerns to your sponsor. They can best help you when you reach out to them. Ensure that you have good contact information for each stop you will make en route to actual traveling overseas. Also, be sure to check out the VFA-115 Web site and the links listed below. It has some good information along with useful Points of Contact.

VFA-115 Duty Office Phone Commercial from the States: 011-81-467-63-4906

Calling a cell phone commercially: Country code is "011-81". If the phone you are calling in Japan starts with "0," drop the first "0" and add the country code: e.g. to call 080-1234-5678 from the U.S. dial 011-81-8012345678.

Mailing Address: Strike Fighter Squadron 115

Unit 200137  
FPO AP 96601  
United States

### Useful Internet Links

<https://www.cnic.navy.mil/Atsugi/CVW-5/VFA-115/ContactUs/index.htm>

[https://www.cnic.navy.mil/navycni/groups/public/documents/document/cnicp\\_a136856.pdf](https://www.cnic.navy.mil/navycni/groups/public/documents/document/cnicp_a136856.pdf)

<http://www.militaryhomefront.dod.mil>

<http://www.facebook.com/#!/pages/vfa-115?fref=ts>

[http://www.cnic.navy.mil/regions/cnrj/installations/naf\\_atsugi/about/tenant\\_commands/cvw\\_5/vfa\\_115.html](http://www.cnic.navy.mil/regions/cnrj/installations/naf_atsugi/about/tenant_commands/cvw_5/vfa_115.html)

### **ORDERS: You can't do anything until you have orders.**

Throughout the entire process, your PSD representative should help with questions and guide you through the transition. Get to know them well and stop by at least weekly to provide updates on your progress. Read your orders in their entirety. There are helpful Web sites listed on them, time lines to consider, and other pertinent information. We **STRONGLY** suggest that you get a passport before arriving. If you need to take emergency leave from some of the Asia Pacific countries we visit, you will need a passport to travel – a military ID is not sufficient in many places.

### **SPONSOR**

Get in touch with your sponsor early. A good sponsor will make all the difference in explaining how things work and easing your transition. We've all been through it so we know how difficult the process can be. Here's what to expect from your sponsor (see below for more details):

1. Be a liaison for housing.
2. Help get a PO Box / Mailing address set up before you arrive (Requires Special POA and you can only get a PO Box if you have a Dependent Entry Approval)
3. Sign you and your spouse up for the AOB/ICR orientation brief that is five days long, including the Japanese driving class.
4. Help with the Child Development Center (aka Daycare) for your kids while you are in classes (DSN 264-3524).
5. Help drive you around.
6. Help you find a car to buy.

Also, ask them to send you a copy of the "Atsugi Insider". It's a great resource and full of useful info for both pre- and post-arrival.

### **Spouse / Dependent Sponsors**

For dependents, we understand you might have questions about other areas that are not military related (housing, schools, day care, career opportunities, floor plans etc). If you would like to be assigned a "Spouse Sponsor", please click on the link below, fill out the form and provide the information to our Command Ombudsman in an email. Once they

have your information you'll be assigned a Spouse Sponsor and you'll start receiving command updates that are disseminated through the Ombudsman.

[http://auth.cnic.navy.mil/Atsugi/About/TenantCommands/CVW-5/VFA-115/CNICP\\_A298114\\_ombudsmanvfa115@gmail.com](http://auth.cnic.navy.mil/Atsugi/About/TenantCommands/CVW-5/VFA-115/CNICP_A298114_ombudsmanvfa115@gmail.com)

## **DEPENDENT ENTRY APPROVAL (DEA)**

**If you have dependents who will accompany you to Japan, you must have a Dependent Entry Approval message to get them into the country.** You need this for customs and for multiple places on base. In order to get the DEA you need to do the following:

1. Get No-Fee military dependent passports (these are separate from the regular tourist passports).
  - a. If your dependents are moving within two months you must have a "letter to expedite" in order to get the passport in time. PSD at your detaching command will facilitate this.
2. Get Dependent Military IDs (Not required for kids under 10 years of age).
3. Complete the overseas screening. This is easier said than done. Here's the process:
  - a. Get all of your dependents' medical and dental records.
  - b. Get all of your dependents' shot records.
  - c. Get all of your dependents' school physical screening records.
  - d. Before taking the family into medical, have your corpsman at the overseas screening desk audit their records and tell you what needs to be done.
  - e. After meeting with your corpsman, make the required appointments with:
    - i. Dental.
    - ii. Vaccinations.
    - iii. The overseas screening consult Officer. (The person that signs off on the bottom line)
  - f. Bring all your dependents to Dental.
  - g. Get all the required vaccinations.
  - h. Finish up any other medically required items.
  - i. Go back and meet with the Overseas Screening Desk for your final screening.
4. Compile all the paperwork that Medical/Dental/PSD, etc. gives you, take a copy of your orders and go to your "detaching" command's Admin/Personnel office.
5. Ensure they update your overseas suitability in BUPERS Online.
6. Next, follow up with your Admin/Personnel office for release of the Dependent Entry Approval message. **A common mistake made by many of the stateside Admin/Personnel offices and PSDs is that they send the request to PSD Yokosuka instead of PSD Atsugi.**

Throughout the entire process, your PSD rep should be helping you and making sure you don't miss a step. Use them as a resource and ask questions to make sure you've got your ducks in a row.

## **RECOMMENDED THINGS TO DO BEFORE YOU LEAVE THE STATES**

1. Before canceling the cell phone you've had for years, consider getting a Vonage box and have your "old" phone number transferred to a Vonage account. Once you get Internet access your Vonage number will essentially be free (minus the Vonage monthly fee) for your friends and family in the states to call you just like making a local call. Also contact your cell phone provider as many companies offer a Military Deployment "suspension" program or **may even unlock your phone** for use with a Japanese carrier.
2. Call your credit card company and let them know you're moving to Japan. If you don't, it's likely your credit card will be suspended multiple times for "suspicious overseas activity". Also, it's important to know that for "overseas purchases" there may be a foreign credit charge. This is normally waived for deployed military, so talk with your credit card company to learn the details.
3. Make sure your stateside driver's license will not expire early in your tour in Japan. Consider going to AAA to get an international driver's license. If you have one, upon arriving you can rent a car for on-base driving right away.
4. Your sponsor should also assist you with reservations at either the Navy Lodge or BEQ/BOQ. Plan on a room at the Navy Lodge if you have dependents, NAF Atsugi (DSN 315-264-6880/6881/6883) or the BOQ/BEQ if you are a bachelor/bachelorette or if you are unaccompanied. If you have dependents but are traveling alone, you will live in the BOQ/BEQ until your dependent(s) arrive. Then you will be able to relocate to the Navy Lodge. If you have dependents **you are entitled to 2 adjoining rooms** in the Navy Lodge. As a note, if you intend to use your debit or check card to pay for your room(s), the Navy Lodge will charge the first 10 days to your card upon check-in (\$700.00), reimbursable after the 10<sup>th</sup> day of stay. You will be given a Temporary Lodging Allowance (TLA) that covers the expense. Make sure your sponsor knows this so they can make the arrangements...otherwise it might be pretty cramped quarters until your on or off base house is ready. All rooms have a kitchenette, cable, and Internet.
5. You are entitled to store **one car** on the government's dime while in Japan. There are multiple government storage facilities in the U.S. If you choose to store your car at a family member's or friend's house and not one of the government facilities, then the Navy won't pay to route you through that location to pick up your car when your tour in Japan ends. If you use the government system, they will either PCS you to the location where your car is stored or transport your car to the facility nearest your next duty station in the U.S.
6. Your first big purchase in Japan will likely be a car. Most dealers accept American currency. Ensure you have quick access to the money required to purchase a vehicle. If you already have an account with Navy Federal Credit Union (NFCU) or Community Bank you are fine (both are on base). Work-arounds: Take a loan out from either bank mentioned above and have your bank authorize max ATM transactions. Vehicle prices are discussed later.

## **WHEN SHOULD I ARRIVE?**

If you're an incoming Officer, plan on spending two weeks working through the administrative check-in process and attending the required classes. For all hands, try to arrive on a Tuesday, Wednesday or Thursday. It will likely take several days to get over the

“jet lag” and you’ll want to be fresh for your first major hurdle...the Area Orientation Brief and Inter-Cultural Relations class, commonly referred to as AOB/ICR. After arriving you will want to attend the FIRST AVAILABLE AOB/ICR class; your sponsor should have this set up for you and your spouse (if applicable). The class begins each Monday. If you show up later in the week, you’ll be walking or asking for rides from your sponsor for at least a week. Bottom line, plan on spending 10-14 days for check-in before you do any real squadron work or flying.

### **HOW TO MOVE YOUR STUFF, WHAT TO BRING & WHAT TO DO BEFORE PACKING:**

There are three separate moves:

1. Household goods (HHG) move: Big stuff, furniture items, etc.
2. Unaccompanied Baggage aka ‘Express Shipment’: **This Shipment is 1,000 lbs. plus 200 lbs. (JFTR states 2,000 lbs.)** of professional gear good for uniforms, clothes, bedding, pots, pans, dishes, utensils, etc. It is highly recommended to include a bike in this shipment. If you live on base everything is within biking distance. More often than not, many families only purchase one vehicle and rely on a bike to get to and from work.
3. “Non-Temporary” Storage: Long-term storage for stuff you want to leave in the U.S.

To get the ball rolling you’ll need to start at [WWW.MOVE.MIL](http://WWW.MOVE.MIL). Follow the steps listed on the website. Someone will call to confirm and movers will show up at your door.

**Things to keep in mind:** It may take up to six to eight WEEKS for the unaccompanied baggage and HHG move to reach Japan. When deciding on your move dates, be sure to build in enough lead-time so your things are already here when you get a house. If you get a house before your goods arrive, you can get temporary furniture in the interim. Don’t be surprised if your unaccompanied baggage shipment arrives after your HHG or if your HHG arrives earlier than advertised.

**What to Bring:** If you live in a 3,000 square foot house in the U.S., you’ll be downsizing. Check the housing Web site for floor plans:

[http://www.housing.navy.mil/onestop/\\_hqd/?bid=3](http://www.housing.navy.mil/onestop/_hqd/?bid=3)

In general, your on-base house will be no larger than 1,400 square feet. So bring about half to three-quarters of your stuff. A king-size bed and bedroom set will fit in the master bedroom, but there won’t be much room left over. Measure your stuff and see how it fits. Floor coverings are hardwood, carpet (in some renovated townhomes), or linoleum. Bring area rugs to cover the floors. Houses have all the appliances you need and include a washer and dryer but do not include a microwave. Storage is an issue. If you have a lot of “big toys” you might not have a place to keep them. Senior Officer Quarters do have detached storage, but most other units do not. The NEX also offers storage units for rent.

The Self-Help Office keeps a supply of donated HAZMAT (house cleaners, paint, etc.). These items are free. It is worth the visit before purchasing new materials. They also stock lawn mowers, weed eaters, rakes, steam cleaners, vacuums, and much more.

The "Second Fiddle", a second-hand store located next to NFCU, is another great place to find items needed to help you get by until your HHG shipment arrives. Below is a list of documents that you should hand-carry on the airplane:

**Recommended documents to hand-carry:**

\$200-300 USD Cash	Children's School Records
Passports	Medical Records/Shot Records
Marriage/Birth Certificates	Insurance Policies
Current PCS Orders (3 copies)	Wills/Legal Documents/Divorce Decree
Shipment Papers	State Driver's License
Tax Records	Vehicle Title/Registration
Homeowner Documents	SF-50s, Personnel Actions
Social Security Cards	

**FLYING INTO JAPAN:**

Check your orders and with the airlines for baggage restrictions but as a rule of thumb: Max out your bags allowed. You may be living out of a suitcase for several weeks, possibly months. If you have kids, bring strollers, car seats, etc. (check with the airline first). Orders may allow for an extra bag for uniforms. Use it! **With orders and PO Box set up you can mail stuff to your own PO Box ahead of time. With a Special Power of Attorney (SPOA), your sponsor can pick up stuff and store for you if required.**

WARNING!!! Excessive baggage is no longer covered by PCS orders. AMC Flights WILL CHARGE YOU \$150-200.00 and it is NOT CLAIMABLE! Only carry what you will immediately need and do not exceed 2 checked bags and a carry on (per person). Utilize your express shipment for soon-use items and put everything else into your main pack-out.

If you are traveling with pets be very careful about your flight plans. Most PSD personnel and travel offices are not smart on pet restrictions and travel times. As a rule of thumb they will usually not allow pets on flights that are longer than 12 hours. Outside air temperature restrictions and kennel size restrictions can also be an issue. It's recommended that you talk directly to airlines to make sure they are good to go. Also, the Navy Lodge DOES NOT ALLOW pets...So if you have a pet **ensure your sponsor reserves a spot in the kennel for your pet for the entire length of your expected stay in temporary lodging (estimate 30 days if Base Housing isn't giving you an estimate)**. Worse case -- someone will have to baby sit your pet until you move into your house.

If you fly commercially, there is only one military shuttle-bus that goes from Narita airport to Atsugi and it leaves at 1830. If you land earlier in the day you will have to wait at the airport until the shuttle leaves. PCS rules don't entitle you to hire a driver to pick you up from Narita unless you have a pet that you are transporting back (pets are not allowed on the Narita Shuttle).

**If you fly the armed forces flight, plan on a 10 hour flight from Seattle to Yokota, in addition to whatever travel is required for you to get to Seattle, and a 2-3 hour car ride from Yokota to Atsugi. It will take close to 30 hours start to finish.**

## **We're (I'm) Here!!! – Now What?**

Welcome to Japan!! Whether you arrive on a commercial carrier at Narita International Airport or via a freedom flight (AMC) at Yokota, assuming the squadron is in town, your sponsor or someone from the command should be there to meet you. In some cases when we are deployed and/or its just impossible for someone to be there in person, your sponsor should arrange ground transportation to get you from the airport to the Navy Lodge or BOQ/BEQ. Your sponsor or the transportation agent should have a sign with your name on it. They will be waiting for you once you clear Customs/Immigration. (If they are not meeting you at the airport, an agent will be at the DoD counter in Terminal 1 at Narita Airport. If you land in Terminal 2 you need to catch a shuttle bus to Terminal 1 from Bus Stop 8 or 18). Narita has a military help desk in Terminal 1 and Yokota is an Air Force Base, so if anything doesn't go as planned you will have DoD folks there to help and both Narita and Yokota have a military shuttle bus that will take you right to Navy Lodging on NAF Atsugi.

After arriving, plan on not getting normal sleep for a few days. Jet lag is a real issue, and it'll take a few days, if not a week, to fully adjust. The best way to work through the jet lag is to just "power through". Stay awake when the sun is up and go to sleep two or three hours after sunset.

Following your first night, you're going to want to start the check-in process. Just like the "pre-move" period, after you arrive in Atsugi, **patience is important**. Nothing happens quickly without the correct paperwork done in the correct order. Most of the civilians on base are Japanese nationals. They are very polite and try to be helpful but they are also FANATICAL about proper paperwork. If your paperwork isn't in order you WILL NOT get things done. Also, TARDINESS is not tolerated. If you show up late to a required class, don't plan on being allowed to attend. Being late to a class might cost you an extra week of pain...

As for the rest of the check-in process, plan on everything taking about two to three times longer than you might expect. There are a lot of places to check in, forms to fill out, stamps to get, etc., before you can do anything. **If the service member isn't available and the spouse does the check-in process alone, he or she MUST have a GENERAL POWER OF ATTORNEY (Special POA's if you want to get specific). Bring the POA, copies of your sponsor's orders, and your dependent entry approval to everything you do without your sponsor.** With that said, it's easier for service members in uniform to take care of the check-in than for spouses.

### **CHECK IN WITH THE SQUADRON AND PSD**

This is simple and pretty straight forward. Check in with the squadron and base PSD. Get your orders stamped and begin the paperwork for your travel claim and Temporary Lodging Allowance payments (TLA). Admin will give you a check-in sheet that will guide you through the rest of the process.

### **CHECK IN WITH TRICARE AND MEDICAL**

If you have dependents, you'll need to start with TRICARE. Get your wife and kids updated with TRICARE. TRICARE is located in the building behind the branch medical clinic. Next,

take your medical/dental records to the branch clinic and check in. If you have dependents, make sure to bring all of their records, too.

### **AREA ORIENTATION BRIEF & INTERCULTURAL RELATIONS CLASS (AOB / ICR).**

This is a required class for all service members, spouses, and anyone who wants off-base driving privileges. The class lasts Monday through Friday and includes a Japanese Driving Class that ends with you receiving your driver's license. It has some good information, especially for first timers to Japan. There's no way out of it; the Japanese are fanatical about attendance and take roll two or three times each day.

### **SHOPPING ON BASE (NEX AND COMMISSARY)**

Both the Exchange and Commissary have ample supplies of things you may wish to purchase. With that said, the selection may not be as good as you're accustomed to in the U.S.; some items are hard to find and when they are in stock, they sell out quickly. While it's not impossible to find nice things once you get here, it might take some effort.

The Commissary is good. Food items are the same as what you're used to in the U.S. and the selection is sufficient. Prices are very reasonable when compared to food costs out in town.

Other places to shop are Camp Zama Army Air Force Exchange (20 minutes away) and Fleet Activities, Yokosuka NEX (45-60 minutes away) with Toll roads (2,200 ¥ round trip).

### **BANKING**

There are two banks on base: NFCU and Community Bank. The only drawback with NFCU is that getting Japanese currency (Yen) from them is expensive. Part of the deal they had to sign to get a branch on base was to be less competitive than the Community Bank when exchanging dollars to Yen. Otherwise, Navy Federal here works just like in the U.S. and is the way to go. If you sign up for Navy Federal's active duty checking all of your ATM fees at Community Bank are refunded.

### **CELL PHONES**

Softbank is the on-base cell phone provider and is located inside the NEX food court. Their service is good and the prices here are the same as in the U.S. Plans are different so ask your sponsor which one is best. Additionally, it is illegal to talk on your phone in the car while driving. As for phones, you may wish to consider the latest and greatest **Apple iPhone** product. The iPhone is less a telephone and more a survival tool. It's compatible with the Japanese carrier Softbank, and if you have one already, **you can ask your U.S. carrier to unlock it since you are military.** There are multiple iPhone APPs that are great and will make your time in Japan much easier. Here's a short list of recommendations:

1. Metro (Japan train schedules and directions).
2. Jibbig0-Jp (talk to translate English to Japanese and vice/versa).
- 3. Hyperdia (train travel).**
4. Travel Talk for Japan (cheap English to Japanese translator).

5. iCurrencyPad (quickly computes \$ to Yen and vice/versa).
6. Compass
7. Moving Map with GPS functionality. You will need this in Japan!
- 8. Skype so you can make calls on the 3G network and wifi.**
- 9. Textplus (allows you to text stateside cell phone numbers for free).**

## **HOUSING ON ATSUGI / TLA**

<https://www.cnic.navy.mil/Atsugi/Departments/Housing/index.htm>

Phone # - DSN: 264-3237 / commercial from states: 011-81-467-63-3237

The housing office has counselors to help guide you through the process of arranging on-or-off-base housing. Most folks with children want to live on base. Getting on-base housing can be a challenge and an exercise in patience. Wait times for units to become available can be significant. **Your priority for the waiting list is based on the day you checked out of your last command, so bring your orders with you especially if you have an intermediate stop enroute, as Base Housing will honor your last Command's check-out date. This could shorten your time on the waiting list significantly.** Plan on living in the BOQ/BEQ or Navy Lodge for up to four weeks, sometimes longer. Often the wait isn't that long, but be prepared. While you're staying in the Navy Lodge you'll receive Temporary Lodging Allowance (TLA). It's an allowance that pays for your room(s) and additional expenses. The Admin department will assist you getting the TLA payments. You'll need to bring your Navy Lodge room receipt(s) to the housing office first and get them to stamp it. Once you have the receipt with a housing office stamp, bring it to Admin for processing. The money should post to your account in a few days.

Prior to arriving, contact the housing manager Jeff Baulknight, [[Charles.Baulknight@fe.navy.mil](mailto:Charles.Baulknight@fe.navy.mil)] and make sure he knows you're coming. He should be able to assist you and assign a counselor to help you before you arrive. Your sponsor should be able to help with that as well.

The best way to circumvent the delays is to provide your sponsor with a Special Power of Attorney so he can go to housing with a copy of your orders and get all the paperwork completed before you arrive.

## **MOVERS IN JAPAN:**

When you finally get a house, plan on the movers being prompt and not wearing shoes in your house. If they say 8:00 a.m., they will be there at 7:45 am. The movers will unpack all your boxes if you want them to or just ones that you specify. Beds will be set up as well as any major furniture. One person in the crew should speak English.

Tipping is considered offensive in Japan; however, Japanese movers love American food and snacks like Oreos, Doritos, and base pizza is usually a popular choice. If you are on base, Taco Bell or something like that will be appreciated. Just ask and **do not tip**.

## **SCHOOLS**

The military offers one free ticket per year, round trip, for dependents to attend college stateside. This ticket only originates from Japan, thus the dependent must travel with you

during your PCS move to take advantage of this perk. Consult the Admin department for further details.

<https://www.cnic.navy.mil/Atsugi/CommunitySupport/Education/index.htm>

Shirley Lanham Elementary School receives high marks. The elementary school is on base and within walking distance from the Navy Lodge and housing. School starts at 0800. Camp Zama Middle/High School is on Camp Zama, a nearby U.S. Army base (30 minutes north by bus). The school bus picks up around 0640 from the Lodge if you have kids in middle or high school. You can start the registration process early by visiting the links below.

<http://www.lanham-es.pac.dodea.edu>

<http://www.zama-hs.pac.dodea.edu>

## **BUYING A CAR**

You'll need the following before you can purchase a vehicle:

1. A valid U.S. Military/DoD civilian dependent ID card
2. A valid U.S. state driver's license
3. A U.S. Forces Japan (temporary or permanent) driver's license (obtained during the AOB/ICR class)
4. PCS orders

Once you've met all the above requirements you can buy a car. Cars are relatively cheap and folks who are leaving are required to get rid of their cars before they check out. Talk with your squadron mates about what's best for you. Cars can be purchased from \$500 to \$4,000 (for a nice low-mile van or sedan). Wellchams or Mr. Auto are the car dealers a lot of people use. The owner speaks perfect English and has one lot near the front gate. He has a good reputation for selling decent cars and handles a lot of the paperwork with the local city government. His cars are probably a few hundred dollars more than other lots around, but it may be worth the extra money not having to deal with Atsugi City Hall. For more information on car sales or types of vehicles you can expect to see for sale, visit:

<http://www.japanbases.com/buyandsell/vehicles>

Buying is the easy part ... registering it on base is not easy or fun. Here's how you do it:

1. Find a car you like and buy it. You will need to put down a small deposit for the dealer to hold the vehicle.
2. The dealer should give you a copy of the title.
3. Go to City Hall to get a temporary plate.
4. Take your title copy and go to the insurance office and buy insurance. You must buy 3 months minimum liability insurance.
5. Go to the VRO with your insurance, and title copy. Get a Temp Pass and LTO paperwork.
6. Go back to the dealer with the temp tags & temp base pass. Pay for the car and receive the title.
7. Bring the car on base and get it inspected at the NEX Autoport.

8. Go back to VRO and have a "runner" go out in town to handle LTO.
  - a. Register out in town
  - b. Get a permanent plate
  - c. Pay the road tax
  - d. Pay the weight tax
9. A runner will return your temporary plates to City Hall.
10. Go back to VRO with all your paperwork (orders, title, inspection, proof of insurance, JCI paperwork, registration, insurance and temporary pass) and get your on-base sticker.

Note: If you use Wellchams most of the back-and-forth paperwork drill is done for you. But of course you'll pay a little extra for the convenience. If you buy your car from a servicemember on base, a runner can also help with most of the required paperwork.

### **OTHERS**

1. In the lobby of the Base Admin building and the BOQ front desk there are directions to numerous locations around Japan (from Costco to the US Embassy). These are gouge when trying to get around Japan.
2. The Auto Port offers rental vehicles that **include free toll passes**. Cars are \$45 and vans are \$65 per day. Going from Atsugi to Narita costs 3050 Yen (apx \$38.00 US) EACH WAY. Rental cars come with FREE toll tickets, an MWR perk, regardless of your destination, so consider that when you decide to take a trip.
3. AOB/ICR is mandatory for all SOFA members coming to Japan. This class will teach more about what to do once you get here and the exciting things that you are about to encounter. AOB for single Sailors starts at 0730 and requires one of the following uniforms: Service Khaki's for E-7 and above, Navy Service Uniform for E-6 and below for the first day. The ICR portion starts at 0830 Tuesday-Friday and is for service members AND family members alike. Fun for the entire family!

**Have fun with the move, welcome to Japan and  
welcome to the "Best Attack in WestPac" VFA-115!**