



Welcome to Harbor Bay at MacDill!

Thank you for your interest in our on base community. To apply for one of our homes, please complete and return the following documents for your application package:

- Application (attached)
- Military Orders to MacDill AFB or its partners (If you are coming off a remote tour, please also include those orders as well.)
- Proof of Dependents: Page 2, Emergency Data Sheet (DD93) **or** DEERS enrollment form (DD1172).
- AF Form 4422, Sexual offender disclosure and acknowledgement (attached)

If a home is immediately available, you will be contacted upon receipt of your completed application package. Otherwise, you will be placed on the appropriate waiting list. After your package has been reviewed you may check your position on our website, www.macdillfamilyhousing.com, under the “Incoming Residents” tab.

Once again, welcome to Harbor Bay...We're glad you're here!

~ Harbor Bay Management

Harbor Bay at MacDill



Application for Housing

Section I Applicant Information

Ranking Military Member's Info:

*First Name:		*Last Name:		*Social Security Number:	
*Rank:	*Pay Grade:	*Date of Rank:	*Date Housing Needed:	*Effective Change in Duty Station:	
*Branch of Service:	*DOB:	*Incoming Unit:	*Gender:	*Marital Status:	*Dual Military:
*Duty Phone (Not DSN)		*Secondary Phone:		*Military Email Address:	
*Do you have DOG/CAT? Yes No How many:		*Breed (s)	*Personal Email Address:		
*Are you Reporting to MacDill from a Dependent Restricted/Remote Tour? _____ (orders required to receive proper credit					
How did you hear about us? _____ Web _____ Housing Office _____ Sponsor _____ Current Resident Other _____					

Section II Household Data - Proof of Dependency is Required (On orders, Deers or DD93)

Dependents residing with me:

First Name	Last Name	Relationship	Gender	DOB

Do you or your dependents require any special accommodations? Yes, _____
 If yes, please provide management with additional information regarding your special housing needs.

Section III Military Career Information Dates

(Enter in Month/Day/Year)	Military Applicant	Military Spouse
Date of Rank		
Date of Current Commission		
Time Remaining on Active Duty		

	Military Applicant	Military Spouse
Effective Change in Duty Station		
Report Date		
Est. Family arrival Date		

Signature: _____

Submit to Harbor Bay by: **Fax: (813)840-8135**
Mail: 8414 Fortress Drive Tampa FL 33621

Date: _____

Email: **Enlisted:** nleabo@mmhusa.com
Officer: gleto@mmhusa.com

For office use only

Wait List: _____

Date received: _____

Date Input: _____

SEX OFFENDER DISCLOSURE AND ACKNOWLEDGEMENT
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Attach to application for military, government-managed and privatized housing

I, (print name) _____, have read and understand the policy. By signing this document, I certify under a penalty of perjury that neither I nor any person living in my household is a registered sex offender or required to register as a sex offender. I understand I am required to notify the installation housing office immediately if circumstances change so that this certification is no longer true. I understand the policies, procedures and consequences below apply to those persons who will reside with me, all of whom are listed on the DD Form 1746, *Application for Assignment to Housing*.

POLICIES

Air Force Installations requires full disclosure from persons applying for military, government-managed or privatized housing who are sex offenders or who intend to have dependents who are sex offenders reside with them.

If you, or an authorized dependent who will reside with you, are found to be registered or are required to register as a sex offender under the laws of any state, you could be denied residency in Air Force military, government-managed and privatized housing.

If you, anyone living in your household or visitor is found to be a sex offender after you take occupancy, you may be subject to eviction and/or barment from the Installation.

Installation Commanders are authorized to approve or disapprove applications from persons for residency in military, government-managed and privatized housing when they or another prospective resident of the home is a sex offender.

PROCEDURES

Applicants who cannot sign this form because they or a dependent who will reside in the home with them is a sex offender will be required to submit written information and documentation, which may include but is not limited to the following, in order to be considered for housing by the Installation Commander:

1. Whether the sex offender is the military member, civilian or dependent
2. Nature and circumstances of the offense
3. Exact criminal statute or law under which the person was convicted
4. State or jurisdiction where the offense occurred and was adjudicated
5. Elapsed time since the offense was committed
6. Age of the offender at the time the offense was committed
7. Age of the victim at the time the offense was committed
8. Evidence that tends to demonstrate offender's rehabilitation, exemplary conduct, or other commitment to obeying the law
9. Whether the conviction requiring registration has been reversed, vacated, or set aside, or if the registrant has been granted unconditional pardon of innocence for the offense requiring registration
10. Conditions of parole/probation or monitoring, if any

CONSEQUENCES

Falsification of this form or any other information pertaining to your criminal history or sexual offenses will result in immediate denial of your application for or retention of military, government-managed or privatized housing.

Signature of Applicant

Date