



**DEPARTMENT OF THE AIR FORCE
75 MISSION SUPPORT SQUADRON (AFMC)
HILL AIR FORCE BASE, UTAH**

MEMORANDUM FOR INCOMING PERSONNEL

FROM: 75 MSS/DPF
7336 6th Street
Bldg 308N
Hill AFB, UT 84056

SUBJECT: Welcome Letter

1. Welcome to Hill Air Force Base, Utah! We are looking forward to your arrival and stand ready to assist in any way we can. I am sure your sponsor has been in touch and is helping you prepare for your move. I want to take this opportunity to remind you of the help that is available at your losing/gaining installations through the Relocation Assistance Program at the Family Support Center. They can also assist you with your move. The following are some of the services normally available:

a. **Standard Installation Topic Exchange Service (SITES)** is a database of information about your new duty assignment, which includes information on a multitude of subjects <http://www.dmdc.osd.mil/sites/> or <http://www.afcrossroads.com>

b. **The Loan Locker** provides household items you may need after your household goods have been shipped. Items such as dishes, coffee pots, blenders, TVs/VCRs, tables, chairs, and futons can be checked out for free for 30 days.

c. **Pre-move workshops.** These workshops are designed to help you better understand the various aspects of a PCS move and to acquaint you with the agencies available to assist you with your move. We also offer workshops for children called Kids on the Move and the Youth Center offers a "pen pal" program so your children can meet a friend before they arrive. The Youth Center can be reached at DSN 777-2419.

d. **One-on-one counseling** provides an opportunity for you to address specific questions or concerns you may have about your move. Make sure you schedule an appointment with your Relocation Program Manager.

e. **Various Relocation software** may be available to assist you with your travel planning needs such as Streets and Trips and e-Neighborhoods.

f. **Family Support Centers** can also provide assistance in the area of financial counseling, emergency financial assistance, employment assistance, cultural adaptation, family life assessments, repatriation and much more.

2. Again, Welcome! Please feel free to contact us at any time should you have any questions or require assistance. Our phone numbers are **(801) 777-4681** or **DSN 777-4681**. You can e-mail us at 75mss.dpf@hill.af.mil or visit our website at <http://www.hill.af.mil/family>. Safe travel and we look forward to meeting you soon.

PATRICIA L. CERONE, GS-11
Relocation Assistance Program Manager
Family Support Center