

Instructions for preparing AER Form 600v1

COMMANDER'S REFERRAL PROGRAM,

Application for Army Emergency Relief (AER) Financial Assistance

This form contains items that can be filled out online and then printed, or it can be printed as a blank document and filled out by hand.

1. This item is the AER Section number – enter if known
- 2-5. Self-Explanatory
6. This item may have multiple lines
- 6a. This item may have multiple lines
7. For each question, only Yes or No may be checked. The Bankruptcy Chapter line may contain no more than 2 digits.
8. This item may have multiple lines
- 8a. Self-Explanatory
- 8b. The Financial Needs Amount Column will only allow numbers and will automatically add the total.
- 9a. This field may not be filled in
- 9b. Self-Explanatory
- 10a. Only one box may be checked
- 10b. Only one box may be checked
- 10c-f. Self-Explanatory
11. These items are completed by the AERO
- 11b. If this box is checked, please indicate a reason and check the correct routing box.
- 11c. Self-Explanatory
- 11d. Self-Explanatory



Army Emergency Relief (AER) Budget Sheet

For use of this form see the AER Section Reference Manual

Name:	SSN or AER Client ID:
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Complete blocks 1 through 8 ensuring block 8 reflects a balance.

1	BASE MONTHLY ENTITLEMENTS	AMOUNT	2	FIXED MONTHLY EXPENDITURES	AMOUNT
a	Military/Retired Pay		a	Food	
b	BAS		b	Rent/Mortgage	
c	BAH		c	Utilities (Electricity/Water/Sewer/Gas)	
d	Special Duty Pay		d	Phone/Internet/Cable	
e	Spouse Income		e	Cell Phone	
f	Survivor Income		f	Other	
g	Other		g	Other	
h	Other		h	Other	
i	Other		i	Other	
j	Other		j	Other	
k	Other		k	Other	
l	Other		l	Total Indebtedness from block 3f	
1l	TOTAL MONTHLY ENTITLEMENTS (block 5)		2l	TOTAL MONTHLY EXPENDITURES (block 6)	

3 INDEBTEDNESS (Transfer amount of monthly payments from block 3f to block 2l)								
	CREDITOR	DATE INCURRED	ORIGINAL AMOUNT	PURPOSE	MONTHLY AMOUNT	DATE LAST PYMT	BALANCE DUE	DATE VERIFIED
a								
b								
c								
d								
e								
3f	TOTAL MONTHLY PAYMENTS					TOTAL DUE		

4 DEDUCTIONS (INCLUDED IN GROSS ENTITLEMENTS)					
	ITEM	AMOUNT		ITEM	AMOUNT
a	Federal Income Tax		g	TSP	
b	Social Security (FICA)		h	Other	
c	Medicare		i	Other Allotment 1	
d	State Income Tax		j	Other Allotment 2	
e	Insurance (SGLI/TSGLI/FSGLI)		k	Other Allotment 3	
f	Dental Plan		l	Other Allotment 4	
4m	TOTAL DEDUCTIONS				

5	TOTAL MONTHLY ENTITLEMENTS (amount from Box 1l)	
6	TOTAL MONTHLY EXPENDITURES (amount from Box 2l)	
7	TOTAL DEDUCTIONS (amount from Box 4m)	
8	BALANCE: + OR (-)	

NOTE: A Soldier's monthly surplus does not automatically dictate rendering a decision to provide a loan. Full or Partial grants should be considered in every case.