

## JOINT PERSONAL PROPERTY SHIPPING OFFICE (JPPSO)

**ADDRESS:** Mountain Post Soldier Center, building 1525, Specker Ave.

**PHONE:** 719-526-3755

**HOURS:** Monday-Thursday, 7:30 a.m. to 3:30 p.m.; Friday, 9 a.m. to 3:30 p.m.

**WEBSITE REFERENCE TO KNOW MORE:** [WWW.MOVE.MIL](http://WWW.MOVE.MIL)

### **AS SOON AS YOU HAVE YOUR ORDERS:**

1. Call JPPSO to make an appointment.
2. Go to [www.move.mil](http://www.move.mil).
3. Scroll down to "Schedule Your Move" section
4. Click the "Sign In to DPS" link and create your username and password.
5. Bring this username and password to your appointment.

### **WHY:** You will:

1. Request your desired pack and pickup dates. Remember, you may not get these exact dates.
2. Understand the process to move your personal property, know your authorized weight allowance, what documentation you will receive, what to expect during the move, preparation for the move, including your and the contractor's responsibilities on the move dates.

### **BRING:**

1. Two copies of your orders/amendments (if applicable), DPS user ID/password (see steps 2-5 above)
2. Estimate how much your Household Goods (HHG) weigh (calculate 1,000 pounds per full room of furniture). The contractor is able to pack 4,000 pounds per day. This will help estimate how many days it will take to pack and load your personal property.
3. Pick-up and delivery (city/state) addresses, email address, contact numbers, desired pack and pickup dates and alternates dates.
4. In-transit address (family or friend who can contact you if needed).
5. If you are a spouse attending without your Soldier, you must bring a Special Power of Attorney allowing you to schedule a move on behalf of your Soldier.

**LENGTH:** This is a group briefing and will take up to 3 hours.

### **REMEMBER**

- During peak season (May 1 to Sept. 30), we require 21-30 day notice for pack and pickup dates from the date of your DPS briefing.
- Children are not allowed at this appointment — no exceptions.
- JPPSO-Fort Carson follows post weather reporting procedures — the office opens at 9:30 a.m. during 2-hour delayed reporting.
- Arrive 15 minutes early.
- DO NOT schedule a move out date from your home or apartment until you have attended the DPS briefing and have a confirmed pack and pickup date.
- JAG can process Special Powers of Attorney; Soldier must do this in person. If your Soldier is deployed, JAG (forward) can do this. See the unit Rear D for help.

### **IMPORTANT LINKS:**

- Move facts, tips and more — [www.move.mil](http://www.move.mil)
- JAG for Powers of Attorney — <https://www.carson.army.mil/organizations/sja.html>