

PCS BINDER

Aloha!

Congratulations on getting orders to Oahu! Before you can get settled in your home, you have work to do! It is a lot to do in a short period of time. Luckily, we put together this printable PDF to help keep you organized.

Here is what you will need:

- ☐ 3 ring binder
- ☐ 20 page protectors
- ☐ 3 Hole Punch (for to-do lists)
- ☐ Extra pens

We recommend placing the PCS checklist at the front page. Keeping all your documents in a sheet protector along with copies. We also recommend using the 'to-do' list for your final week before PCSing (when things are most chaotic).

PCS DOCUMENT CHECK LIST

WHAT YOU NEED

- ☐ PCS ORDERS WITH MULTI COPIES
- ☐ MEDICAL RECORDS
- ☐ DENTAL RECORDS
- ☐ SCHOOL RECORDS
- ☐ MARRIAGE CERTIFICATE
- ☐ BIRTH CERTIFICATE
- ☐ SOCIAL SECURITY CARDS
- ☐ IMMUNIZATION RECORDS
- ☐ INSURANCE POLICY
- ☐ STATE & FEDERAL INCOME TAX RETURN
- ☐ SHIPPING AND STORAGE DOCUMENTS
- ☐ COPY OF HOME INVENTORY
- ☐ MAKE COPIES OF DRIVERS LISENSE
- ☐ ADOPTION PAPERS (IF APPLICABLE)
- ☐ WILLS AND POA DOCUMENTS

ADDITIONAL SPACE

-

PCS DAILY TO-DO LIST

DATE / /

/ /

[illegible]

PCS DAILY TO-DO LIST

DATE / /

/ /

MORNING	AFTERNOON	NIGHT
TO DO		NOTES

PCS DAILY TO-DO LIST

DATE / /

/ /

MORNING	AFTERNOON	NIGHT
TO DO		NOTES

PCS DAILY TO-DO LIST

DATE

/

/

DATE / /

/ /

MORNING	AFTERNOON	NIGHT
TO DO		NOTES

PCS DAILY TO-DO LIST

DATE

/

/

DATE / /

/ /

[illegible]

PCS DAILY TO-DO LIST

DATE

/

/

DATE / /

/ /

MORNING	AFTERNOON	NIGHT
TO DO		NOTES

PCS DAILY TO-DO LIST

DATE / /

/ /

MORNING	AFTERNOON	NIGHT
TO DO		NOTES