

List of PTX Eligible Borrowers (51 percent ownership) and the documentation which needs to be provided to SFG:

- **Veterans & Service-Disabled Veterans:**

Certified copy of a **DD Form 214** (Look for Name, SSN or DOB & Honorable)

- **Transitioning Active Duty Military Member & Service Member:**

DD Form 2, "U.S. Armed Forces Identification Card (Active)," or

DD Form 2, "Armed Forces of the United States Geneva Conventions Identification Card (Active)"

AND

DD Form 2648 (Active Duty Military member) or

DD Form 2648-1 (Reserve Component member).

- **Reservists and National Guard:**

DD Form 2, "Armed Forces of the United States Identification Card (Reserve)".

- **Current Spouse of Veteran:**

The veteran's **Form DD 214**, Discharge papers and *evidence of status as a current spouse*.

- **Current Spouse of Transitioning Active Duty Military Member or Current Reservist/National Guard Member:**

DD Form 1173, "Uniformed Services Identification and Privilege Card", "Department of Defense Guard Reserve Family Member Identification Card" and *evidence of status as the current spouse*.

- **Widow of Active Duty Service Member who died in service or Widowed Spouse of Veteran who died of a service connected disability:**

Documentation from DOD or from DVA clearly showing this to be the case.

Examples of the forms mentioned above are on the next page . . .

DD Form 2 “Armed Forces of the US Geneva Conventions Identification Card (active)”



AND

DD Form 2648 Pre-separation Counseling Checklist for active component service members

DD Form 2648-1 Pre-separation Counseling Checklist for Reserve component service members

**PRESEPARATION COUNSELING CHECKLIST
FOR ACTIVE COMPONENT SERVICE MEMBERS**

(Please read Privacy Act Statement below before completing this form.)

SECTION I - PRIVACY ACT STATEMENT

AUTHORITY: 10 USC 1142, E.O. 9397.

PRINCIPAL PURPOSE(S): To record pre-separation services and benefits requested by and provided to Service members; to identify pre-separation counseling areas of interest as a basis for development of an Individual Transition Plan (ITP). The signed pre-separation counseling checklist will be maintained in the Service member's official personnel file. Title 10, USC 1142, requires that not later than 90 days before the date of separation, pre-separation counseling for Service members be made available.

ROUTINE USE(S): None.

DISCLOSURE: Voluntary; however, it will not be possible to initiate pre-separation services or develop an Individual Transition Plan (ITP) for a Service member if the information is not provided.

SECTION II - PERSONAL INFORMATION *(To be filled out by all applicants)*

1. NAME <i>(Last, First, Middle Initial)</i>		2. SSN	3. GRADE
4. SERVICE <i>(X one)</i> <input type="checkbox"/> ARMY <input type="checkbox"/> AIR FORCE <input type="checkbox"/> MARINE CORPS <input type="checkbox"/> COAST GUARD <input type="checkbox"/> NAVY	5. DUTY STATION	6. ANTICIPATED DATE OF SEPARATION <i>(YYYYMMDD)</i>	I am <i>(X one)</i> <input type="checkbox"/> Retiring <input type="checkbox"/> Separating Voluntarily <input type="checkbox"/> Separating Involuntarily
7. DATE CHECKLIST PREPARED <i>(YYYYMMDD)</i>	7.a. Place an X in this box ONLY if you have less than 90 days remaining on active duty before separation or retirement. Please read the following instructions: If voluntarily separating or retiring and you have less than 90 days remaining on active duty before your separation or retirement, why was your pre-separation counseling not conducted earlier? Please go to Section V - REMARKS and check the response that best describes the reason why pre-separation counseling was not conducted earlier.		

SECTION III. ALL TRANSITIONING SERVICE MEMBERS MUST READ INSTRUCTIONS, SIGN AND DATE.

- Items checked "YES" are mandatory for Service member to receive further information or counseling, or attend additional workshops, briefings, classes, etc. Service members that check "YES" in Item 11.a. will be released by Commanders to attend the appropriate workshop, briefing, etc. in its entirety.
- Shaded Areas: Areas that are shaded mean (1) the information is not applicable or (2) the information is referring to a Web site address and the URL requires no explanation. For example: 11.b. is shaded under SPOUSE because DD Form 2586 does not apply to spouses. Items 11.f.(1) and (2) are shaded because they refer to Web site addresses and they require no explanation.
- POST GOVERNMENT (MILITARY) SERVICE EMPLOYMENT RESTRICTION COUNSELING (Item 19): Service members cannot decline this counseling. It is required prior to separation. Therefore, no blocks exist to allow Service members the option of checking "YES", "NO", or "NA". Transition/Command Career Counselors shall refer separating and retiring Service members to an installation legal office (Staff Judge Advocate or Counsel's Office) to ensure they receive a post government (military) employment restrictions briefing or counseling from an ethics official.
- I was offered pre-separation counseling on the above date (Item 7) on my transition benefits and services as appropriate. I understand that this pre-separation counseling is provided to assist my transition process as required by Title 10, USC, Chapter 58, Section 1142.
- I have checked those items where I desire further information or counseling. I have also been advised where to obtain assistance in developing an Individual Transition Plan (ITP).
- I accept decline *(X appropriate block) pre-separation counseling. (If you check the "decline" box, you are declining pre-separation counseling only on those items on this checklist where you have the option of declining.) Sign and date the checklist.*

8a. SERVICE MEMBER SIGNATURE	b. DATE <i>(YYYYMMDD)</i>	9a. TRANSITION COUNSELOR SIGNATURE	b. DATE <i>(YYYYMMDD)</i>
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SECTION IV. Please indicate (by checking YES or NO) whether you (or your spouse if applicable) desire counseling for the following services and benefits. All benefits and services checked YES should be used in developing your ITP. The following services and benefits are available to all Service members, unless otherwise specified:

	SERVICE MEMBER			SPOUSE			REFERRED TO
	YES	NO	N/A	YES	NO	N/A	
10. EFFECTS OF A CAREER CHANGE							
11. EMPLOYMENT ASSISTANCE							
a. Dept. of Labor sponsored Transition Assistance Workshops and Service sponsored Transition Seminars/Workshops							
b. Use of DD Form 2586 (Verification of Military Experience and Training)							
(1) Do you want a copy of your Verification of Military Experience and Training (VMET) Document? If yes, go to http://www.dmdc.osd.mil/vmet to print your VMET document and cover letter.							
c. DoD Job Search Web site: http://www.dod.jobsearch.org							
d. Transition Bulletin Board (TBB) and Public and Community Service Opportunities: http://www.dmdc.osd.mil/ot/							
e. Teacher and Teacher's Aide Opportunities/Troops to Teachers: http://www.proudtoserveagain.com							
f. Federal Employment Opportunities							
(1) http://www.usajobs.com							
(2) http://www.go-defense.com							
g. Hiring Preference in Non-Appropriated Fund (NAF) jobs (Eligible Involuntary Separatees)							

Form DD 1173 is the ‘Uniformed Services Identification and Privilege Card’:

UNITED STATES UNIFORMED SERVICES			
	PHOTO	EXPIRATION DATE	2000OCT01
		SPONSOR RANK/PAY GRADE	NAVY
SOCIAL SECURITY NUMBER		SPONSOR RANK/PAY GRADE	RET / CAPT
000-00-0000		SPONSOR SSN	000-00-0000
SIGNATURE		RELATIONSHIP	SP
		SPONSOR	DOE, JOHN Q.
NAME		AUTHORIZED PATRONAGE	
DOE, JANE Q.		EXCHANGE MWR	
		COMMISSARY	

IDENTIFICATION CARD

Uniformed Services Identification Card - Active Duty Family Member

Uniformed Services (Military) ID Card

The uniformed services ID card is credit-card sized and incorporates a digital photograph of the bearer, bar codes containing pertinent machine-readable data, and printed identification and entitlement information. The beneficiary category determines the ID card's color:

- **Active duty service members**—CAC or DD Form 2ACT (green)
- **Active duty family members**—DD Form 1173 (tan)
- **Members of the National Guard/Reserve**—CAC or DD Form 2RES (green)
- **Family members of National Guard/Reserve members**—DD Form 1173-1 (red)
- **Retirees**—DD Form 2RET (blue)
- **Retiree family members**—DD Form 1173 (tan)

Form DD 214 Discharge Papers, Veteran

THIS IS AN IMPORTANT RECORD
SAFEGUARD IT

1. LAST NAME FIRST NAME MIDDLE NAME		2. SERVICE NUMBER			3. SOCIAL SECURITY NUMBER		
ARMY RA SIG		SP4			29 OCT 69		
4. DEPARTMENT, COMPONENT AND BRIGADE OR CLASS		5a. GRADE, RATE OR RANK	5b. PAY GRADE (1-11)	5c. DATE OF RANK	6. DAY	6. MONTH	6. YEAR
ARMY RA SIG		SP4		29	OCT		69
7. U. S. CITIZEN		8. PLACE OF BIRTH (City and State or Country)			9. DATE OF BIRTH		
<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO		TEXAS			JUN 48		
10a. SELECTIVE SERVICE NUMBER		10b. SELECTIVE SERVICE LOCAL BOARD NUMBER, CITY, COUNTY, STATE AND ZIP CODE			11. DATE INDUCTED		
					NA		
11a. TYPE OF TRANSFER OR DISCHARGE		12. STATION OR INSTALLATION AT WHICH EFFECTED					
TRF TO USAR (SEE 16)		FT DIX NJ					
13. REASON AND AUTHORITY		14. EFFECTIVE DATE			15. TYPE OF CERTIFICATE ISSUED		
AR 635-200 HPM 411 EARLY SEP FR 06		31 MAR 70			NONE		
16. LAST DUTY ASSIGNMENT AND MAJOR COMMAND		17a. CHARACTER OF SERVICE			17b. TYPE OF CERTIFICATE ISSUED		
SVC HRY 2D IN 6TH ARMY USARMR		NONOPABLE			NONE		
18. DISTRICT, AREA COMMAND OR CORPS TO WHICH RESERVEY TRANSFERRED		19. RECALLMENT CODE					
TRF TO USAR COW OP (REEMP) USAAC ST LOUIS MO		RE-1					
20. PERIODIC STATE OF SERVICE (UNITED STATES ONLY)		21. SOURCE OF ENTRY			22. DATE OF ENTRY		
DAY MONTH YEAR		<input checked="" type="checkbox"/> RECALLED (After Discharge) <input type="checkbox"/> ENLISTED (After Service) <input type="checkbox"/> REENLISTED			3 11 APR 67		
23. PRIOR REGULAR ENLISTMENTS		24. BASIC RATE OR GRADE AT TIME OF ENTRY INTO CURRENT ACTIVE SVC			25. PLACE OF ENTRY INTO CURRENT ACTIVE SERVICE (City and State)		
NONE		PT-1			SPOKANE WASHINGTON		
26. NAME OF RECORD AT TIME OF ENTRY INTO ACTIVE SERVICE (Army, AFM, CG, Coast, Navy and ZIP Code)		27. STATEMENT OF SERVICE					
				YEARS	MONTHS	DAYS	
				2	11	20	
28. SPECIALTY NUMBER & TITLE		29. RELATED CIVILIAN OCCUPATION AND DUTY NUMBER			30. TOTAL ACTIVE SERVICE		
36K20 WIREMAN		809,261 WIREMAN MAINT			2 11 20		
					2 11 20		
					1 9 26		
31. DEGREES, MEDALS, BADGES, COMMERCIAL RATINGS AND CAMPAIGN MEDALS AWARDED OR AUTHORIZED		32. FOREIGN AND/OR SEA SERVICE (SEE 30)					
GOOD CONDUCT MEDAL NATIONAL DEFENSE SERVICE MEDAL VIETNAM SERVICE MEDAL SHARPSHOOTER M-14 SHARPSHOOTER M-16							
33. EDUCATION AND TRAINING COMPLETED		34. REMARKS					
ATP 21-114 CODE OF COND C D R TNG RVR TNG WIREMAN 8 WES 67		BLOOD GP 0 8 YRS ELEM (GEM) USARPAC VIETNAM 22 OCT 67 - 20 OCT 68 USARMR GERMANY 3 JUN 69 - 5 APR 70					
35. PERMANENT ADDRESS FOR MAILING PURPOSES AFTER TRANSFER OR DISCHARGE (Street, Apt, Ctr, County, State and ZIP Code)		36. SIGNATURE OF PERSON BEING TRANSFERRED OR DISCHARGED					
37. TYPED NAME, GRADE AND TITLE OF AUTHORIZING OFFICER		38. SIGNATURE OF OFFICER AUTHORIZED TO SIGN					
CPT FA ASST CHIEF ENL BRANCH							

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