

MEMBER-MARRIED-TO-MEMBER BAH WORKSHEET

Purpose: For SPOs to determine correct entitlement to Basic Allowance for Housing (BAH) for members married to another member of a Uniformed Service. This form shall be used in conjunction with and attached to [CG-2025](#) and will be retained in the SPO PDR. If both members are in the Coast Guard, they **both** must complete this form when transferring, or change in status occurs (marriage, divorce, birth, etc.) The SPO will coordinate entitlements if one spouse is a member of another service.

Name (Last, First, M.I.)	EMPLID	Rank/Rate	Permanent Unit
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Spouse Information

Name (Last, First, M.I.)	EMPLID (if Coast Guard, SSN if not)	Rank/Rate	Date of Marriage
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Spouse's Branch	Spouse's Home Address (if different)	Spouse's Duty Station and Zip Code
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If members residing separately, number of dependents residing with: Member _____ Spouse _____	Name of member with a parent listed as a dependent (if applicable):
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Spouse is a: [] Regular on Active Duty [] Reservist/Guardsman on Active Duty [] Reservist/Guardsman on Inactive Duty	<i>Note: If spouse is an inactive duty Reservist/Guardsman, this form must be completed every time the spouse enters AND separates from active duty in receipt of Basic Pay. IDT (drill) pay is not Basic Pay.</i>
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Housing Information

Check ALL of the following which apply:

- My spouse and I reside together. (In government quarters? Yes No)
- My spouse and I reside separately, both in government quarters.
- My spouse and I reside separately, both in private quarters on the economy.
- My spouse and I reside separately, me in government quarters, my spouse in private quarters.
- My spouse and I reside separately, me in private quarters, my spouse in government quarters.
- My spouse and I have dependents together who reside with us.
- I have dependents who reside with us.
- My spouse has dependents who reside with us.
- I pay child support for a dependent not residing with either of us.
- My spouse pays child support for a dependent not residing with either of us.
- I am assigned to sea duty.
- My spouse is assigned to sea duty.
- Other (explain):

You must read and initial each of the following

I understand that I am responsible for reviewing my LES for accuracy **every** month, and that I must report any possible overpayments to the SPO immediately upon detection and continue to report any successive failure(s) to correct the problem.

Initial: _____ Date: _____

I understand that I am responsible for reading and understanding Chapter 3, Sections B thru G, of the CG Pay Manual, and all associated figures. I hereby acknowledge that I have read the information on the reverse side of this form and can articulate my entitlements to BAH.

Initial: _____ Date: _____

If my spouse is a reservist, I understand that I am required to report **any and all changes** in the active duty status to the SPO as soon as they occur, and that I am responsible for any overpayments which occur due to a failure to report this information.

Initial: _____ Date: _____

Signature:	Date:
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PRIVACY ACT STATEMENT

Any "collection of information" as defined in the Paperwork Reduction Act of 1995 (codified at 44 U.S.C. 3501 et seq) on this form has not been approved by the Director of the Office of Management and Budget (OMB) and does not display a valid control number assigned by the Director. Therefore, no person shall be subject to any penalty for failing to comply with any such collection of information.

In accordance with 5 USC Section 522a(e)(3), the following Information is provided to you when supplying personal information to the U. S. Coast Guard.

Authority - 14 USC Section 632 and 37 USC Section 403a.

Principal Purpose (s) - Used to indicate current housing status and to validate the amount of member's BAH Payment.

Routine Use(s): In addition to those disclosures generally permitted under 5 U.S.C. 552a(b) of the Privacy Act, these records or information contained therein may specifically be disclosed outside the DHS as a routine use pursuant to 5 U.S.C. 552a(b)(3) as follows: The Routine Uses published in the United States Coast Guard Military Pay and Personnel system of records notice applies (DHS/USCG-014.).

Disclosure - Disclosure of this information (including spouse's SSN) is voluntary, but without disclosure member may not receive correct payment of BAH.

BAH or OHA Entitlement at Permanent Duty Stations for Spouses in a Uniformed Service - Family-Type Quarters Not Assigned

See Figure 3-9, CG Pay Manual, for complete notes and a more detailed explanation.

Note: You must review the entire table to determine your entitlements. Do NOT pick the first one that most closely resembles your situation. Consult with your Yeoman to ensure that you have selected the correct rule.

R U L E	A	B	C	D		E		F	
	When member A has dependents other than spouse	and member B has dependents other than spouse	and members acquire a child(ren)	and single-type Government quarters are assigned to		then member A is entitled to BAH or OHA as a member		and member B is entitled to BAH or OHA as a member	
				Member A	Member B	With a dependent	Without a Dependent	With a dependent	Without a dependent
1	No	No	No				X		X
2	No	No	No	X	X				
3	No	No	No	X					X
4	No	No	No		X		X		
5	No	No	Yes			X			X
6	No	No	Yes	X	X	X			
7	No	No	Yes	X		X			X
8	No	No	Yes		X	X			
9	Yes	No	No			X			X
10	Yes	No	No	X	X	X			
11	Yes	No	No	X		X			X
12	Yes	No	No		X	X			
13	Yes	No	Yes			X			X
14	Yes	No	Yes	X	X	X			
15	Yes	No	Yes	X		X			X
16	Yes	No	Yes		X	X			
17	Yes	Yes	No			X			X
18	Yes	Yes	No	X	X	X		X	
19	Yes	Yes	No	X		X		X	
20	Yes	Yes	No		X	X		X	
21	Yes	Yes	Yes			X			X
22	Yes	Yes	Yes	X	X	X		X	
23	Yes	Yes	Yes	X		X		X	
24	Yes	Yes	Yes		X	X		X	

When the members jointly occupy family-type quarters, neither member is authorized BAH or OHA, even though other dependents do not reside in the quarters, unless the dependents are prevented by a military order from occupying quarters.

When two members marry, and prior to their marriage one or both members were in receipt of a housing allowance at either the with-dependents rate, the with-dependents based on payment of child support, or the BAH-Diff rate, **on their marriage date all of their dependents (including dependent parents) are considered as one class of dependents for housing allowance purposes.** One member is authorized a with-dependents housing allowance and the other member is authorized a without-dependents housing allowance.

When at least one of the members is an **E3 or below, assigned afloat**, and there are no other dependents, see Figure 3-11 in the Pay Manual.