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USAG Schweinfurt Welcome Book



Provided by the
Army Community Service (ACS)

Schweinfurt
DSN 354-6933/6751 CIV 09721-96-6933/6751





REPLY TO
ATTENTION OF

DEPARTMENT OF THE ARMY
UNITED STATES ARMY GARRISON SCHWEINFURT
Unit: 25850, Box 10
APO AE 09033



IMEU-SWF-ZA

WELCOME LETTER FROM THE COMMANDER, US ARMY GARRISON, SCHWEINFURT

Dear Newcomer,

Welcome to the **United States Army Garrison Schweinfurt**. We are here to provide the finest community support to you whether you are an active duty service member, civilian employee, retiree, spouse or Family member. You are now a member of a military community that strives for excellence and is totally committed to serving you, our customer. We will do everything possible to make your assignment both personally and professionally rewarding. We are dedicated to helping ensure balanced readiness, supporting tough, demanding training while facilitating a high quality of life for Soldiers, civilians, and Family members.

We offer many programs geared toward Families, as well as single Soldiers. We have many of the facilities and programs you would find on installations in the United States. These include medical and dental facilities, recreational activities and facilities, a commissary, a post exchange, movie theater, restaurants, and more. I encourage you to take full advantage of all we have to offer.

Our location in the Lower Franconian region of the German State of Bavaria offers numerous opportunities to enjoy the splendid German culture and its rich historical traditions. You will have many opportunities to travel and experience the unique German culture.

Your Army Community Service (ACS) team is eager to assist you in any way possible. You will receive a welcome packet upon your arrival, which includes a telephone book, maps and information brochures that will provide you with important information about our community. As with any assignment, it is only as good as you make it. We invite you to become active in our community, in short, please get involved. The Army Community Service, American Red Cross, Department of Defense Schools, Youth Services and one of the numerous private organizations always need enthusiastic volunteers. They provide excellent opportunities to become actively involved in our community and to make a positive difference. You can learn more about the Schweinfurt Military Community by visiting our website, <http://www.teamschweinfurt.com>.

Again, welcome to your new home in Germany. Please let us know how we can help you have an exciting and enjoyable assignment. Your new assignment promises to be one you will never forget.

EVERETT S. P. SPAIN
LTC, EN
Commanding

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WELCOME TO SCHWEINFURT

You are in Europe. Opportunities are at your fingertips that most people only dream about. Make the most of your time here. The Schweinfurt Army Community Service (ACS) is here to help you take advantage of your new surroundings and cultural opportunities, as well as to help you get settled into your new setting, whether on-post or out in the German community.

The Army Community Service (ACS) Information, Referral and Follow Up Program provides commanders, Soldiers, Department of the Army civilians and their Family members with information regarding military and civilian community resources.

While we have included a wide range of resources and information in this book, it is just a start. We've tried to include references where you can go for further information in many areas. Remember that you're always welcome to bring your questions to the ACS, by phone or in person. If we don't have an answer, we'll find out who does and point you in the right direction.

Classes and resources offered by ACS Information, Referral and Follow Up Program

Lunch Bunch

Budget and Family friendly "lunch outings" with a local national guide.

German for Beginners

In this 11-session class, you'll learn the basics of speaking and reading German. Learning the language will help you connect with the local culture and enhance your experience when you're out and about exploring Germany.

Call or come into ACS for up-to-date class information

Ledward Barracks Bldg 242

DSN 354-6933

CIV 09721-96-6933

PRINTED MATERIAL AVAILABLE FROM SCHWEINFURT ACS:

ACS Class Calendar (monthly)

Flea Market Guide (monthly)

Area Events

A monthly schedule of local beer fests, wine fests, markets, concerts and carnivals that are a great way to learn about German culture while having fun.

“Things to Do, Places to Go”

A guide to historic and entertainment attractions within an easy drive of Schweinfurt.

“Activities and Events around Schweinfurt”

A guide to local parks, museums, sport facilities and other attractions.

“Lakes and Castles”

A guide to lakes and castles around Germany.

“Schweinfurt Community Phone Directory”

On-post phone numbers.

The JOLT

Weekly local job listings, also available via email, call ACS to get on the mailing list.

Operation Self-Reliance Handbook, the “Smart Book”

A self-help guide to solve housing and other problems that may arise.

OTHER GARRISON PUBLICATIONS:

“Schweinfurt Dispatch” weekly Public Affairs Office community newsletter.

“Bavarian News” bi-monthly community newspaper.

“Out & About” Schweinfurt FMWR’s monthly guide to on-post events.

“R&R Magazine” includes AFN-TV listings, community events and travel articles.

WEB SITES:

<http://www.schweinfurt.army.mil> (USAG Schweinfurt home page, links to ACS, MWR, troop units)

<http://www.imcom-europe.army.mil/sfac/schweinfurt/> ([Schweinfurt SFAC](#))

<http://www.afneurope.net> (Armed Forces Network home page. Army news stories, links to local AFN-TV schedules, weather and traffic conditions. Look for local information in the Würzburg link)

<http://acpol.army.mil> (Army’s employment website.)

<http://www.schweinfurt.de> (Schweinfurt city’s website, click “Interaktiver Stadtplan” for the city street map.)

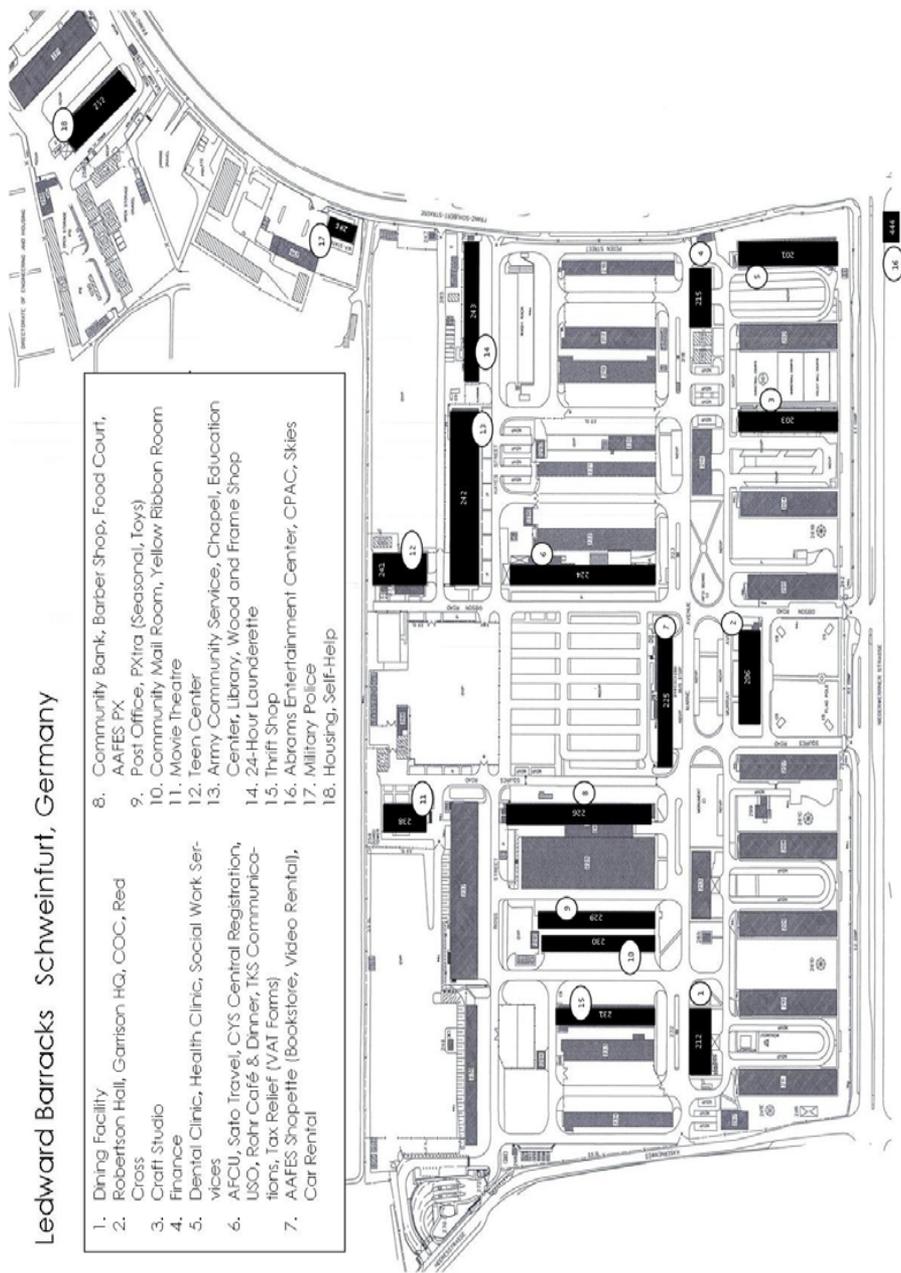
<http://www.schweinfurter-land.com> (Schweinfurt Regional website with information on museums, recreation, bike trails, camping, etc. Mostly in German, but you will find an English summary if you click on “Die Region”.)

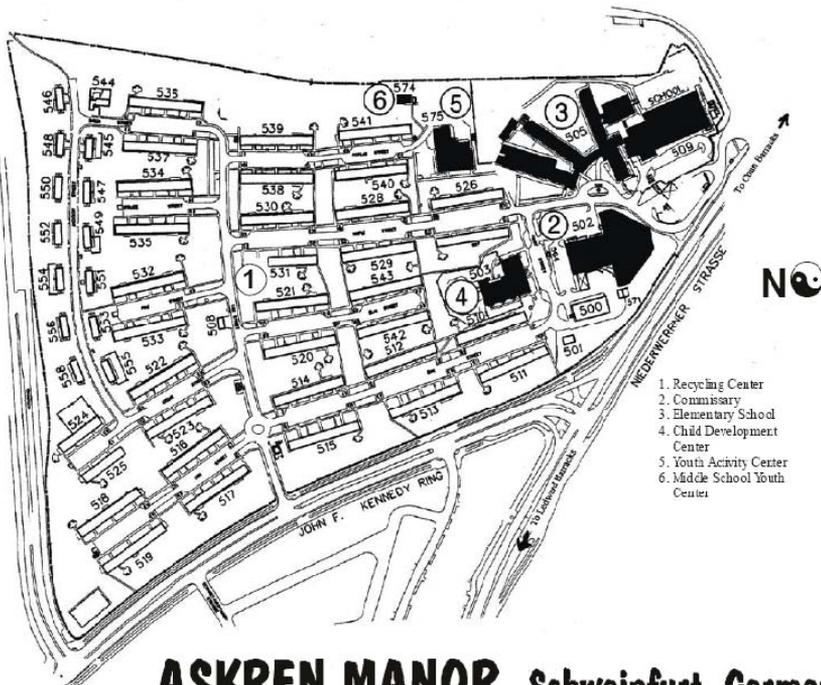
<http://www.germany-tourism.de> (The German National Tourist Board official English language website, with links to travel and recreation attractions all across the country.)

<http://www.bahn.de> (The German train schedule and information concerning schedules and ticket purchases)

Ledward Barracks Schweinfurt, Germany

1. Dining Facility
2. Robertson Hall, Garrison HQ, COC, Red Cross
3. Craft Studio
4. Finance
5. Dental Clinic, Health Clinic, Social Work Services
6. AFCU, Sato Travel, CYS Central Registration, USO, Rohr Café & Dinner, TKS Communications, Tax Relief (VAT Forms)
7. AAFES Shopette (Bookstore, Video Rental), Car Rental
8. Community Bank, Barber Shop, Food Court, AAFES PX
9. Post Office, PXira (Seasonal, Toys)
10. Community Mail Room, Yellow Ribbon Room
11. Movie Theatre
12. Teen Center
13. Army Community Service, Chapel, Education Center, Library, Wood and Frame Shop
14. 24-Hour Laundrette
15. Thrift Shop
16. Abrams Entertainment Center, CPAC, Skies
17. Military Police
18. Housing, Self-Help





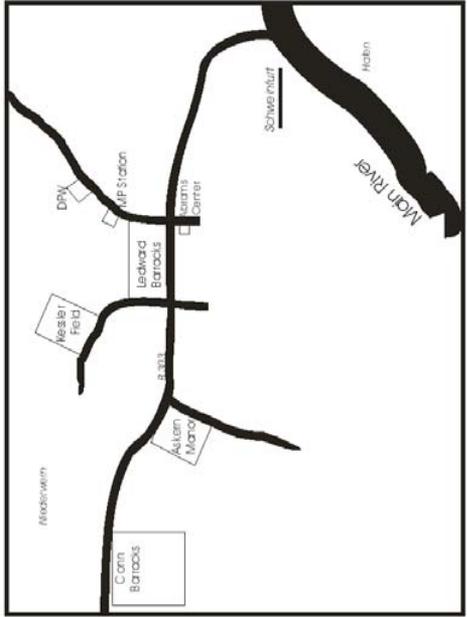
- 1. Recycling Center
- 2. Commissary
- 3. Elementary School
- 4. Child Development Center
- 5. Youth Activity Center
- 6. Middle School Youth Center

June 2006

ASKREN MANOR Schweinfurt, Germany



- 1. Bowling Alley
- 2. Kessler Gymnasium
- 3. Women, Infant, Children (WIC)
- 4. Middle School
- 5. Batting Cage



Conn Barracks Schweinfurt, Germany



- 1. BDE HQ, Staff Judge Advocate
- 2. Bradley Inn
- 3. Conn Community Club
- 4. Veterinary Treatment Facility
- 5. Transportation
- 6. Chapel
- 7. Education Center
- 8. Fire Department
- 9. Post Office
- 10. Community Mail Room

- 11. In & Out Processing, Reintegration Site
- 12. Burger King, Community Bank, Finney Fitness & Leisure Center, Pick-Up Point
- 13. 24-Hour Shoppette, Popeye's
- 14. POV Inspection
- 15. Outdoor Recreation
- 16. POV Shipping/Receiving
- 17. Auto Craft Shop
- 18. Auto Strip Lot
- 19. Driver's Testing Station

A Brief History of Schweinfurt

- 791- First document with mention of the name "Schweinfurt".
- 1200s- City moves from the "old town" (near Leopoldina) to its current location.
- 1234 - First mention of Schweinfurt as an Imperial Free City.
- 1240/50- First city destruction, in the war between the Count von Henneberg and the Prince Bishop of Würzburg.
- 1397- King Wenzel grants the city favorable control over use of the Main River.
- 1542 - Conversion of Schweinfurt to Protestantism.
- 1554 - Second city destruction in the Markgräfler War.
- 1572 - The Rathaus (city hall) is constructed under guidance of Nikolaus Hofmann.
- 1625/50 - Repeated occupations of Schweinfurt in the 30 Years War by Swedish and Imperial troops.
- 1788 - Friedrich Rueckert born in Schweinfurt (German writer and poet).
- 1802 - Loss of Imperial Free City status when Napoleon conquers Europe.
- 1814 - Upholsterers in Schweinfurt invent "Schweinfurter green" dye.
- 1852 - Schweinfurt connected to the railway.
- 1853 - Invention of the peddle bicycle by Philipp M. Fischer in Schweinfurt.
- 1883 - The invention of the ball grinding machine by Friedrich Fischer starts the ball bearing industry.
- 1936 - Inauguration of the Willy Sachs Stadium.
- 1943-45 - Third destruction of the city by bombing raids during World War II.
- 1945 - US Troops occupy Ledward and Conn Barracks, former German military posts.
- 1946 - The first free municipal elections are held since 1933.
- 1951- Bergl is added to the city.
- 1966 - Opening of the city theatre.
- 1967 - Construction begins in Haardt.
- 1970 - Deutschhof is added to the city.
- 1975- Creation of the pedestrian zone.
- 1981 - Opening of Leopoldina Hospital.
- 1984 - Land development starts in Eselshöhe.
- 1988 - Development of the green belt and Philosopher's Way with extensive repairs to the historic city monuments.
- 1991 - 1200th anniversary of the city; opening of the Library Otto Schäfer.
- 2000 - Opening of the Museum George Schäfer.
- 2001 - Construction of the conference center on Main River Island.
- 2009 - Opening of the shopping mall " Stadtgalerie Schweinfurt".

ACS Relocation Readiness Program



Want to become a relocation expert? Let us help you. Whether you are a newcomer to the community or on your way to your next assignment, we have the tools and programs you need to make your transition a success!

Welcome Packets

USAG Schweinfurt Welcome packets are available through the Army Community Service and Central Processing Facility. You're welcome to come by and pick one up. Our welcome packets are loaded with community information you can use, places to go and things to do all over Germany and Europe. The welcome packet also includes a community telephone directory for the USAG Schweinfurt, Connection magazine, Welcome to Europe Guide, Getting Around in USAREUR Guide and much more. You can pick up this packet at your Schweinfurt ACS

location. Additional information is available on www.militaryonesource.com (toll free call from Germany at 00-800-342-9647-7) or www.militaryhomefront.dod.mil

Lending Closet

This program is offered for arriving and departing personnel. It provides basic housekeeping items on temporary loan for sixty (60) days. To use the Loan Closet, you must bring a copy of your PCS orders (must be current within 60 days) for arriving and departing personnel. An extension is available if the household shipment has not arrived within sixty days. Be aware that you must provide your own transportation for Loan Closet items!

Schweinfurt Newcomers Awareness Program for Spouses (SNAPS):

SNAPS is a five day orientation to Schweinfurt and our Military Community. The course covers German language and culture, customs, courtesies, food, visits to St. Joseph's and Leopoldina Hospitals, a walking tour of downtown Schweinfurt that includes learning how to use the public transportation system, and a tour of local attractions. Childcare is provided for SNAPS attendees. Space is limited and reservations are required. Children must first be registered with CYSS central registration in the Commons, Bldg. 224. Sponsors can sign their newcomers up for SNAPS prior to their arrival. Registration required.

Sponsorship Training

Soldiers, Family members and Department of Defense civilians who are arriving in a foreign country need a Sponsor to provide them with information and assistance. Attend Sponsorship Training Classes and learn how to help incoming personnel transition fast and easy into the community. Remember, a positive first impression of the new community and the gaining unit can make all the difference.

Giving Understanding to Teens in Schweinfurt (G.U.T.S)

G.U.T.S. is a one day orientation just for TEENS. You'll learn how to get around and get along in your new community. Some of the G.U.T.S. highlights include: useful German phrases, dealing with Euros, the city bus system, a walking tour of downtown Schweinfurt and places to go on post like the sports fields, movie theater, teen center, library and computer lab.

Youth/Teen Sponsor:

Youth/Teen sponsors can be requested for youth ages 6-18. A sponsor request form can be mailed to the parents to fill out and sign for their child. ACS can also mail a Youth Welcome Packet to the incoming Youth/Teen.

English as a Second Language (ESL)

This is a great class for anyone who wants to improve his/her English grammar. This class is offered throughout the year at Army Community Service on Ledward Barracks. Classes usually meet twice a week, for 2 hours of instructions. Registration required.

PCS Information

Want some tips and pointers on making your PCS move a success? Stop by ACS in Schweinfurt and talk with the Relocation Manager. Browse through the many resources we have available.

ARMY COMMUNITY SERVICE

Relocation Readiness Program

Bldg 242, Ledward Barracks

DSN 354-7060/6933 or CIV 09721-96-7060/6933

Hours M-F 0800-1700

Shuttle Buses

TRANSPORTATION MOTOR POOL (TMP) SCHWEINFURT

TMP runs shuttle buses between Ledward, Conn, and Askren Manor, as well as to outlying communities with leased housing sites (Sennfeld, Hambach, Eselshöhe, etc), and the Army hospital in Landstuhl.

The current schedule is posted at the bus stops, or is available from the TMP or ACS office.

German Phone System

Phone and internet service for your home are available from T-Com or TKS (office on Ledward Barracks Bldg 225). High speed DSL and ISDN lines are available in most areas. Cell phone service is available from the above vendors, as well as many vendors on the economy. Cell phones can also be purchased from electronics and other stores in Schweinfurt. As in the States, rates and special offers vary almost weekly. Shop around for the best price on the package of services that meets your needs.

Types of Phones

Your American phone will work with an adapter which you can purchase at the PX. This **does not** apply to the American cordless phones! (See the wireless warning below). You could also rent a phone from Deutsche Telekom or buy a new phone at the PX, Thrift Shop or at a German electronics store.

Bells & Whistles

Standard house lines have many options available. Call waiting, call forwarding, conference call capability, voice mail and other features. You can also have your phone set so it can only be used with a PIN number (advisable for Soldiers living on post).

High speed internet connections through DSL or ISDN lines are available in most areas. An ISDN line will also allow you to have multiple phone numbers coming into your house (such as for a separate fax number).

Fees

You will be charged an installation fee. You can purchase a phone from your phone company, at the PX or at a German electronics store. If you have an account at the Community Bank or Credit Union, you can set up an automatic payment of your phone bill. Remember that when you end your German phone service, you must notify your phone company in writing or you will continue to be billed. There are no free phone calls in Germany. All calls, local and long distance, are charged by the minute or unit. Rates are different for days, evenings and weekends. You can also get special deals for lower cost calls to the US. You can get cell phone service for a flat monthly fee for a certain number of minutes, or on a strictly per-minute charge.

German Toll-Free Numbers & Pay-Per-Minute Numbers

Phone numbers that start with the prefix 0130 or 0800 are toll free numbers in Germany. American toll-free numbers, 1-800, will not be free if called from outside the United States. **WARNING!!!** Beware of calling phone numbers that start with "0190". Similar to 1-900 numbers in the States, these calls can cost you anywhere from €1.50 to €36.00 per minute!!!

Phone Bills

Deutsche Telekom (other companies may have a slightly different process) will send you an information letter to your **civilian address**. The letter will provide you with your phone number, the day when your phone will be turned on and the monthly charge. The **first bill** (which will include an installation fee) will arrive approximately 6-8 weeks after your phone is hooked up. **Please note all bills and correspondence from Deutsche Telekom are in German.** Come to ACS if you need help with these.

How to Pay the Phone Bill

After receiving your first phone bill, you will receive a new bill every 4 weeks. Your payment **MUST** be received by Deutsche Telekom within ten working days of the date on your billing statement. Your bill can be paid:

1. In person at the Community Bank with Euro or dollars for a service fee. Keep in mind that it may take a minimum of five days for the bank to transfer the money to Deutsche Telekom.
2. If you have an account with Community Bank or Andrews Federal Credit Union you can arrange for your phone bill be automatically debited each month.
3. In person at the Main Post Office by the Hauptbahnhof (main train station).

You must have the original phone bill with you when you make a payment. The payment must state your customer number... which is not the same as your phone number. If you are paying late, you can fax your receipt to 0971-8813649 to ensure your phone is not cut-off. If you have questions about your phone bill, please call the toll free Deutsche Telekom English Hotline at 0800-3301080.

What Happens When You Don't Pay

If you **do not** pay your phone bill within the time limit, you will receive a first reminder. After ten days of non-payment from the date of the first reminder, Deutsche Telekom will put a *half block* on your phone line. This means you can not make outgoing calls but incoming calls can still be received. This half block will remain for ten working days. If you pay your **entire** bill within that time limit, the phone will be turned on again. If you have not paid your bill **in full**, (partial payments are not enough to turn the phone back on) they will completely disconnect your phone.

Many phone companies are available, but they all use Telekom's phone lines. Depending on which company you have your service through, your reminder bill may be less than the original. This means when you pay it, only what is due to Telekom has been paid, not what is due to YOUR provider. Because of this, you may end up with a collection notice from your provider for the remaining amount. So always be sure to pay the original bill.

Other Phone Information

- Local phone numbers may be 2 to 10 digits long, and city codes are 3 or 4 digits long. For example, Schweinfurt's code is 9721,
- To call a number within Germany: 0+city code + local number.
- To call Germany from the US: 011-49-city code- local number (no 0 with the city code).
- To call the US from Germany: 001-area code-local number.
- Cell phones in Europe work on two different sets of radio frequencies, known as D1 and D2. It is usually cheaper to call a phone number in the same system as your phone than the other system. Both systems use different radio frequencies than cell phones in the US, so unless you brought a tri-band or better cell phone from the States, it won't work in Germany.
- Some pay phones will take coins or credit/debit cards, but most require a prepaid phone card.
- The DSN phone system on-post is completely separate from the German system and functions like the US phone system.
- Using a cell phone while driving is illegal.

WARNING!!! It is illegal to own, operate, or sell cordless transmission equipment brought from the United States. Use of this equipment is illegal in Germany because radio frequency bands are used differently in Europe than in the States. Use of these transmitters may interfere with air traffic control, private business, radar, security and television. The penalty can be imprisonment up to 20 years or a fine up to €5,000.

Driving in Germany

GETTING A DRIVER'S LICENSE

Driving rules and signs are different in Germany, and they are strictly enforced. To be allowed to drive your POV (privately owned vehicle) in Germany, all US military personnel, civilians and Family members must have a valid US state license, attend the drivers' orientation class "Driving In Europe" and pass the required tests. A study guide of German traffic rules and road signs can be borrowed from the Driver's Testing Station before you take the class. A little study ahead of time will help ensure you can pass the test on the first try.

Upon completion of the "Driving In Europe" class, applicants must take and pass the following tests:

- a. International Road Signs (must identify 45 signs correctly out of 50)
- b. Written Test (must get 90 questions correct out of 100)
- c. Eye Test

- You must have a valid state POV license with you. (Military personnel may NOI use CONUS-License, OF 346.)
- Complete the Application for a USAREUR drivers License (form AE Form 190-IT.)
- Pay a licensing fee of \$10.00, by check or money order (NO CASH PLEASE!!)

ORIENTATION CLASS

Mon, Tue, Wed, 0900 - 1200
(Registration 0830-0900)

POV TESTING

Mon, Tue, Wed, .. 1300
(Registration 12:30-13:00)

MOTORCYCLES

A special class and test is required to be licensed to ride a motorcycle in Germany. These are offered monthly, by appointment only.

For further information on these procedures, contact the Drivers Testing Station, Conn Annex

Customer Service 353-8662

DTA Manager 353-8761

FAX 353-8824

Closed on American Holidays



INTERNATIONAL DRIVER'S LICENSE

Your US Forces driver's license is only valid in Germany. If you plan to drive to other countries in Europe, you must get an International Driver's License. Those living the Schweinfurt area (Kreis Schweinfurt) do this at the Landratsamt building (downtown near Galleria Kaufhof). Go to the Führerschein (driver's license) office. You will need to bring your USAREUR license, your passport, and an additional passport photo. Cost is about 15€.

VEHICLE INFORMATION

Buying a New Vehicle

American made model cars are for sale from AAFES representatives on Ledward Barracks. European model cars can be purchased in and around Schweinfurt from a local dealer, minus the 19% value added tax normally included in the price (if the dealer accepts the value-added tax, VAT, form.) If you plan to take the car back to the States, make sure that you buy a car with American specifications. Conversion is extremely expensive. Check with the dealer to see if they will ship the vehicle back to the States (either as part of the purchase package or at your own expense.)

Buying a Used Vehicle

Buying a used vehicle is a definite alternative. Second-hand cars (often third- or fourth hand) are usually plentiful and inexpensive. However, you must be prepared to spend some time and/or extra money on them. It is recommended you buy a used car that the owner guarantees will pass inspection. Again, be sure the car has American specs if you plan to take it back to the States. A used vehicle can be purchased through:

- "Stars & Stripes" classified ads
- "Bavarian News" classified ads
- Advertisements on bulletin boards throughout the community
- A German car dealer

Auto Insurance

You will most likely pay more for auto insurance in Germany than in the US. There are only a few American companies that can insure you overseas (USAA). We recommend you request free auto insurance quotes prior to purchasing a vehicle.

Parking

Surface parking lot or parking structure ("PARKHAUS"):

Pull the ticket from the machine to open the arm so you can drive into the parking lot. Bring the ticket with you when leaving your car, because you will pay for parking before you go back to your car to leave. Pay at the "Kasse", an automated pay machine. Put your ticket in the indicated slot, and the machine will show how much you owe. Put coins or bills in the proper slot, and your ticket and any change will be returned to you. Then go to your car and drive to the exit. Put your validated ticket in the machine and the arm will raise, allowing you to drive out. You will have about 10 minutes to exit the parking area after you pay.

NOTE: A sign indicating "FREI" (free) means parking spots are available, NOT that there is no charge for parking.

On the street:

Here you pay as soon as you park. Parkschein signs along the curb will indicate what hours parking is pay or free. Look for a "Parkschein Automat", spaced every hundred meters or so along the street. This is where you pay for parking. Put coins into the machine, which will indicate the amount of time you've purchased, and push the green button to get a ticket. The ticket will show the time your parking expires. Put the ticket on the dashboard of your car so it's visible through the windshield. In Schweinfurt, most street parking costs € 0.50 per half hour.

Parkscheibe signs also indicate how and where to park legally in no-charge areas. In some cases, parking half on and half off the street is legal. If a parking area is marked with a rectangular blue "P" followed by a time (for example, "2 Std" meaning 2 hours) parking is free, but limited to that duration. To park in one of these areas, you'll need a blue parking time indicator for your dashboard (available at gas stations on and off post for a dollar or two). Set the time indicator to the time you leave your car. On some streets, parking is reserved for local residents, (Anwohner).

Child Seats

German law requires that all children under 12 years of age, under 4'11" tall, and weighing less than 80 pounds MUST use an approved child seat or booster seat. Newborns up to 3 years of age, weighing up to 40 pounds, must use a full car seat. **Children under 10 are not allowed to ride in the front seat.**

Purchasing Gasoline

Tax free gasoline for DOD personnel assigned overseas is a rationed item in Germany. You are allowed a certain number of liters of fuel based upon the size of your vehicles. Replacing the old method of purchasing coupon books at AAFES is the new fuel ration card system. Drivers will load a cash balance on to their fuel ration card, similar in appearance to a credit card, at any AAFES shopette/gas station, post exchange, by bank allotment, online, or by phone transfer.

Once money is loaded onto the card, it can be used to pay for fuel on post or off post at Esso stations. The cardholder will present the card, along with the vehicle registration, to the cashier. Once the card is swiped, the liter-cash balance will be automatically deducted from the pre-paid balance loaded on the card. The major difference between the old system is that people must remember how many liters of fuel that they have used. If a motorist has enough liter rations remaining in the fuel ration card account for their vehicle to purchase 25 liters of fuel, and pumps 25.01 liters off post at an Esso station, they will be required to pay the German fuel price for the full 25.01 liters. Also you can't go to a register and ask the cashier how much of a balance you have on your card. Cardholders will receive a receipt each time they use their fuel ration card.

If a motorist doesn't know the remaining ration balance for a vehicle that they are about to fuel, the motorist can call the toll-free phone number that is shown on their fuel ration card to find out their current balance and their current pre-paid cash balance. Motorist can also track their card balance online at the AAFES Web site. Additionally while cash balances on the fuel ration cards will roll over from month to month, the allotted monthly fuel ration - 400 liters per month for most people - will not roll over. For more information concerning the gas card program contact your local AAFES exchange store.

Tire Speed Ratings

If you have shipped a car from the states, check the speed rating of the tires on your car. Many American tires are only rated for about 75 mph (120 km). Driving faster than the speed rating of your tires can put you in danger of a high-speed blowout on the Autobahn.

Car Maintenance

All cars, new or used, whether shipped from the US or purchased in Germany, must pass a very rigid and thorough inspection every year before they can be registered to operate. Malfunctioning parts, excessive rust and low tire tread will not be tolerated. You can perform your own repairs and maintenance at the Auto Skills Center and Auto Strip Lot on Conn Barracks. Repairs can also be made through the AAFES garage at Conn Barracks or at local German automotive repair shops and dealers. Many German repair shops will accept the VAT form. Ask before you agree to have the repair work done. Some parts for US built cars can be obtained through AAFES.

German Driving Rule Reminders:

- All vehicle occupants must wear seat belts at all times when driving, on and off post. A seatbelt violation will result in an automatic 7 day suspension of your driving privileges.
- On or off post, use of a cell phone without a hands free device is prohibited unless the car is parked with the motor off. A violation in Germany is a €40 fine and 1 point against your license. In other EU countries, fines can be up to €2000.
- Speed limits (unless otherwise posted): on post 30 km (18 mph), city streets 50 km (32 mph), 2 lane highways 100 km (62 mph), Autobahn (recommended) 130 km (78 mph).
- Stop to give pedestrians the right-of-way in all marked crossing zones.
- Bicycles and farm vehicles have the same right-of-way rights and responsibilities as cars.
- Excessively loud car stereos are prohibited and you could be ticketed.
- Turn off the motor if parked for over 30 seconds.
- You can be ticketed if a violation is recorded by an automated traffic camera.
- Tailgating on the Autobahn can result in up to a 90 day suspension of your driver's license.

WINTER DRIVING

Stay alert

Slow down

Stay in control

These are the three key elements to safe winter driving. Drive according to current road and weather conditions. Keep a safe distance between you and the vehicle in front of you. Avoid situations where you may have to brake on a slippery surface. In this part of Germany, ice and fog are more likely to be a problem in the winter than snow.



Snowy Roads

Snow on a road may be hard-packed and as slippery as ice. It can also be rutted, and full of hard tracks and gullies, or, it can be smooth and soft. Wet snow can make for slushy roads. Heavy snow can build up in the wheel wells of your vehicle, and can affect the steering. Look ahead and adjust your driving to the road and weather conditions. Slow down. Sudden turns of the steering wheel, sudden braking or sudden acceleration can cause a skid.

Winter Tires

German law requires all vehicles to have winter tires when driving in snow and ice conditions (roughly November through March in Schweinfurt). All-season tires on American cars will usually meet this requirement. All-season tires are rare in Germany, and if you purchase a German car, it may come with a second set of winter tires.

Spinning your Wheels

Accelerate slowly on snow and ice. If the wheels start to spin, your first instinct is to stomp on the gas to keep accelerating, but this will cause your car to skid. Instead, take your foot off the gas and accelerate even slower, keeping traction as much as possible.

Braking

Avoid situations where you may have to brake suddenly on a slippery surface. Increase the following distance behind the car in front of you on icy roads. Anti-lock brakes will keep your car from skidding out of control on ice, but they will NOT reduce the distance needed to come to a stop. Consider taking an advanced driving course that teaches emergency driving skills.

Skidding

In a skid it's important to regain control of your vehicle especially if it skids sideways. To do this, take your foot off the brake, step on the clutch or shift to neutral, then look where you want your vehicle to go and try to steer it in that direction.

Ice

Be careful when approaching shaded areas, bridges, and overpasses, as these sections of road freeze much sooner in cold weather and stay frozen long after the sun has risen. Watch out for "black ice" – a road surface that appears black and shiny - where your vehicle can lose traction suddenly. Slow down, keep your foot off the brake and be ready to shift to neutral or step on the clutch as your vehicle crosses these areas. Remember that 4-wheel drive will help you get through deep snow, but gives you no additional traction on ice or control if you go into a skid.

Winter Road Reports

The Army updates road conditions at 0530 every morning. They are available by phone at 354-6213, broadcast hourly on AFN Radio, and on the internet at

<http://g3operations.hqusareur.army.mil/AsqConditions.asp>.

Road conditions are also posted at every gate:

Green – Roads are clear.

Amber – Some snow or ice, drive with caution.

Red – Dangerous driving conditions, heavy snow, avoid driving when possible.

Black – Driving prohibited.

Autobahn conditions in Bavaria are available on-line at:

http://www.bayerninfo.de/verkehr/h_verkehr_e.html.

Using the Schweinfurt Bus System

Schweinfurt city buses are green (except those painted for special advertising). City bus stops are marked by circular signs with a green H. Most stops have a covered shelter and a posted bus schedule.

All bus routes go to and from the "Rossmarkt", the central bus plaza in downtown Schweinfurt. Buses heading into town will have "Rossmarkt" on the electronic sign on the front of the bus. Buses heading away from town will have other destinations on the sign. If you look at a schedule in any bus stop, you will also see "Rossmarkt" as the final stop on the line.

There are two routes that go near Ledward Barracks. If you don't live along one of these routes, you will need to take a bus to "Rossmarkt" and transfer.

The bus stops at the "Rossmarkt" are indicated by letters. The two bus routes running from "Rossmarkt" to Ledward depart from stop "L" and "E". The buses departing from stop "L" will go past the Volksfestplatz and buses from stop "E" will go to Mozartstrasse. You can see Ledward Barracks from both of these bus stops when you leave the bus. The Volksfestplatz stop is close to Askren Manor.

Enter through the front and pay the driver as you get on the bus. Tickets within the city limits are €2.80 per adult and €1.40 for children between the ages of 6 and 14 per ride. Longer trips cost more. Tell the driver the name of the bus stop where you want to get off, and you will be charged the proper amount. If you have a baby carriage with you, enter through the rear and park the carriage at the designated area before going to the front to pay the driver.

There are no round trip tickets, but if you use the bus often, there are some ways to save money. A ticket with 8 rides costs starting at €6.90 (ask for "einen Achtfahrtenschein") and €3.60 for children. You can also get a ticket good for a complete week, "eine Wochenkarte", for €7.40. This card is valid from Monday at noon until the following Monday at noon. Make sure you don't lose your ticket. If you are caught on the bus without a ticket, the fine is €40. More information and downloads of prices, bus schedules and a bus routes plan are available at <http://www.stadtwerke-sw.de/cms20/index.php?page=186>.

When seated on the bus, you'll see the name of the upcoming stop on the electronic sign above the driver's seat. As soon as your stop's name appears on the display (such as Volksfestplatz or Mozartstrasse) push one of the buttons on the upright poles in the bus to signal the driver that you want to get off. If you don't signal the driver and nobody's waiting at the bus stop, the driver won't stop the bus.





Train travel is safe, clean and often faster than driving, without the worries of a "Stau" on the Autobahn. DB (Deutsche Bahn, or German Rail) often has special discounts on certain routes or special Family rates, just like airlines offer. You can buy train tickets at SATO Travel (Ledward Barracks, Bldg 224), at any train station ticket window, or on-line at www.db.de. If you use the website (select the English version) you'll pay for your tickets by credit card and print out your train schedule. You will need to show your credit card with your printout to the conductor on the train.

Reserving a seat costs an extra 5 Euros per ticket, but will guarantee you a seat if the train is crowded. Otherwise, you may be sitting on your suitcase in the aisle. (You can't always reserve seats on local trains). On your seat reservation card, you will see your train number (Zug), seat number (Platz) and the car (Wagen). Check the diagram on the train platform to find the order of the cars on your train.

Train Travel Tips

- Be ready when the train comes into a station. It will only stop 1 to 2 minutes (unless it's the start or end of a run). It's more important to get on the train than get into the correct car, although it's much easier to move from car to car on the platform than inside the train.
- Yellow departure and white arrival timetables are posted at all train stations. Trains are listed by time. Read across to find the train number, track, and cities on the route.
- Train information will be on signs on each platform. The number and end destination of the train will also be on each car by the door, either on a printed or electronic sign. Be aware that sometimes not all the cars on a train go to the final destination.
- First Class and Second Class cars are indicated by a "1" or "2" on the cars. Most people travel 2nd class (like coach on airplanes).
- Pack light. You must carry everything yourself, up steps into the train and down narrow aisles to your seat. You will also need to carry your luggage up and down crowded stairways in the train stations. On the train, luggage goes in overhead racks or under your seat. Especially large suitcases can be left at the end of the aisle in each car.
- If your travel calls for changing trains, be prepared. Again, the train will only stop for a minute when it's in the station. Passengers will be at the door well before the train reaches the station. After leaving the train, take the stairs under or over the tracks to change platforms. You may only have 5 minutes to change platforms. The platform numbers will be printed on your ticket.

Find your train by departure time (Zeit) and train number (Zug). Pictures will show the car numbers in the order they will be on the train. The capital letters (A, B, C, etc.) match up with large letters above the train platform showing about where the cars will be positioned when the train stops.

Seat reservations are shown by electronic signs over the seats (in newer cars) or by printed tags on the windows.



On each platform, signs will indicate the next train, showing departure time, destination city, intermediate destinations, and what platform you are on. In this case, you're at Track 7a. The train departs at 7:31 for Aschaffenburg. Other cities on the route are in small type, and the final destination is Essen. If there is a delay, the sign will show "X minuten später" (X minutes later). If there is a change of platform, it will be announced over the PA, which is very hard to understand even when you know some German. You can always ask a DB employee.

TRAIN TRAVEL TERMS

Bahnhof - train station
 Hbf- Hauptbahnhof - main train station
 Fernbahnhof - long distance train station
 Reisezentrum - Travel Center
 Gleis - track, platform
 Zug - train
 DB - Deutsche Bahn - German Rail
 Abfahrt - departure
 Ankunft - arrival
 ICE - Inter City Express

IC - Inter City
 RE - Regional Express
 Platz - seat
 Wagen - train car
 Zeit - time
 Richtung - direction (of travel)
 Eingang - entrance
 Ausgang - exit
 Notausgang - emergency exit
 Umsteigen - transfer

Air Travel

For longer distances, it is usually cheaper to travel between major cities in Europe by air. A number of low-cost airlines have sprung up in the past decade, at times offering surprisingly low rates. If you keep an eye out for special offers, you can fly between major cities for as little as €25. Remember that there will be additional airport fees and taxes added onto the "amazing low price". As discount carriers, they offer bare-bones service: no meals, no seat reservations, and strict limits on luggage. Generally, you can only make reservations on-line.

Some discount airlines you may want to check out are:

- www.easyjet.com
- www.ryanair.com
- www.germanwings.com
- www.hlx.com

Traditional major European airlines include Lufthansa, British Airways, KLM, Air Italia, and Air France. Due to competition from the discount carriers, they also offer special deals from time to time.

AIRPORTS

The two airports closest to Schweinfurt are at Frankfurt and Nürnberg. The Frankfurt Airport (Flughafen) is the second largest airport in Europe, with hundreds of airlines connecting to literally every part of the world. It's about 2 hours away by car or train. It has its own train station, which makes this an attractive alternative to driving (avoiding Autobahn traffic and airport parking fees).

Nürnberg is a smaller airport than Frankfurt, so it's less crowded and easier to navigate with your luggage. It's about an hour away from Schweinfurt by Autobahn. However, there are a limited number of airlines that fly from Nürnberg and most flights take you first to another major hub to change planes (such as Amsterdam, London or even Frankfurt).

Frankfurt Hahn is a smaller airport used by some discount airlines. It is about a 3 hour drive from Schweinfurt.

Carlson Wagon Lit Travel



Come and visit us in:
LEDWARD BARRACKS, BLDG.224
SCHWEINFURT
TEL. 09721 78470 OR DSN 354 6326
EMAIL: www.europe.satovacations.com

Hours of operation:
MON – FRI 0800 TO 1630 HOURS
LAST SIGN IN AT 1600 HOURS
CLOSED ON GERMAN HOLIDAYS.

Your local CWTSatoTravel office offers you a wide range of travel products!

- **Airline tickets worldwide**, including discounted flight tickets from and to the USA for the US passport holders
- **Escorted motor coach tours**, departing from Schweinfurt to Paris, Italy, London, Prague, Spain and lots more. Pick up a detailed flyer at CWTSatoTravel
- **Rail tickets to most locations in Europe**
 - Weekend tickets within Germany; valid up to 5 persons on local trains only, travel either Saturday or Sunday
 - Bavaria ticket; valid up to 5 persons in our State of Bavaria only, local trains only.
 - Eurail- and Eurailselectpasses sale
- **Hotel and car rental reservations worldwide**
- **Beach vacations** to worldwide resorts
- **City tour packages** by air, rail or self drive
- **Cruises worldwide**
- **Airport Shuttle Service**

In Germany, a 15% gratuity is automatically included in all restaurant checks. It may or may not show up on the bill, but it is always there. The local custom is to round the total up to the next Euro when you pay the bill, for example, €11.40 you'd pay €12.00, but you are under no obligation to do so and will not be looked down upon if you pay the exact amount. Do not leave the tip on the table.

Note: The waiter/waitress will not bring the bill until you request it. Pay the waiter/waitress at your table when they bring the bill.

Other countries have different expectations, so be aware of that when you travel outside Germany. Austria works the same way as Germany. France, Italy, Switzerland and Belgium expect 15% to be added when you pay the bill. In Poland and the Czech Republic, add 10 to 15%.

Most countries of the European Union (EU) have switched to the Euro (€). This makes travel between countries much easier than it was just a few years ago. You don't have to worry about changing money at every border. It also means you don't have to pay extra fees every time to change money. There are some exceptions: Switzerland (Swiss Francs), Great Britain (Pounds), Poland (Zlotie), Sweden (Kroner), Denmark (Kroner) and Czech (Kronen). One Euro is divided into 100 cents. There are 1, 2, 5, 10, 20 and 50 cent coins, 1 and 2 Euro coins, and 5, 10, 20, 50, 100, 200, and 500 Euro bills.

All transactions for goods and services on US military bases are in US Dollars. Banks on-post offer conversion between many types of currency. Cash machines on-post give you the choice of US Dollars or Euros. Most American credit and debit cards will work at off-post cash machines ("Geldautomat" in Germany, "Bankomat" in other countries) to get Euros.

Conversion Charts

Centigrade to Fahrenheit

0	32
10	50
20	68
30	86
40	104
50	122
60	140
70	158
80	176
90	194
100	212
120	250
135	275
150	300
160	325
180	350
190	375
200	400
220	425
230	450

Distance/Speed

Miles	Kilometers
10	16
20	32
30	48
32	50
40	64
50	80
60	95
63	100
70	115
75	120
80	128
90	145
100	160

General Measurements

1 Centimeter	0.3937 in
1 Inch	2.54 cm
1 Meter	3.280 Feet
1 Meter	1.094 Yards
1 Km	1.61 Miles
1 Gram	0.035 Ounce
500 Grams	1.1 Pounds
1 Kilogram	2.2 Pounds
1 Pint	.473 Liters
1 Quart	.946 Liters
1 Ounce	29.573 Milliliters
1 Gallon	3.785 Liters
1 Pint	0.551 Liters
1 Quart	1.101 Liters

Blouses, dresses, coats

US	GE
6	34
8	36
10	38
12	40
14	42
16	44
18	46
20	48

WOMEN'S SIZES

Shoes

US	GE
4	35
5	36
6	37
7	38
8	39
9	40
10	41

Bras

US	GE
30	65
32	70
34	75
36	80
38	85
40	90
42	95

Socks

US	GE
8	0
8 ½	1
9	2
9 ½	3
10	4

Underwear

US	GE
XS	60
S	65
M	70
L	75
XL	80
XXL	85

Infants

US	GE
Newborn	56
3 Months	62
6 Months	68
9 Months	74
12 Months	80
18 Months	86
2 Toddler	94
3 Toddler	98
4 Toddler	104

CHILDREN'S SIZES

Children

US	GE
5	110
6	116
7	122
8	128
9	134
10	140
11	146
12	152
13	158
14	164
15	170
16	176

Shoes

US	GE
2	20
3	21
4	22
5	23
6	24
7	25
8	26
9	27
10	28
11	29
12	30
13	31
1	32
2	33
3	34

MEN'S SIZES

Shirts		Underwear/Bathing Suits		Shoes (wide and narrow not available)	
US	GE	US	GE	US	GE
14	36	S	46-48 or 4	7	40
14 ½	37	M	50-52 or 5,6	8	41
15	38	L	54-56 or 7,8	9	42
15 ½	39/40	XL	58 or 59	10	43
16	41	Sweaters		11	44
16 ½	42	US	GE	12	45
17	43	S	46	Slacks	
Suits/Coats		M	48-50	US	GE
US	GE	L	52-54	30"	75cm
32	42	XL	56	32"	80cm
34	44	Hats		34"	85cm
36	46	US	GE	36"	90cm
38	48	6 ¾	54	38"	95cm
40	50	6 3/8	55	40"	100cm
42	52	7	56	42"	105cm
44	54	7 1/8	57	44"	110cm
46	56	7 ¼	58	46"	115cm
48	58	7 3/8	59		
50	60	7 ½	60		



European Laundry Symbols



Symbol 1 means the article may be dry-cleaned. If the circle contains an X, the article may not be dry-cleaned.

Symbol 2 means the article may be washed. If the symbol contains numbers, they indicate the degrees Celsius of the wash water. If the symbol contains a hand or an X, the article may be hand washed only.

Symbol 3 means the article may be ironed. If the symbol contains an X, the article may not be ironed.

Symbol 4 means the article may be bleached. If the symbol contains an X, the article may not be bleached.

Electrical Transformers

If you want to use an American appliance (110 volts) when living off-post, or where only German electrical outlets (220 volts) are available, you will need a transformer. Used transformers are often available at the Thrift Shop. New transformers can be purchased at AFFES. How big of a transformer do you need? Here are some examples.

75 Watts: Small radios; tape recorders; some sewing machines; most curling irons.

300 Watts: Stereos; mixers; TV and VCR (together); typewriters; small fans; video games.

750 Watts: Computer monitor and CPU (together, without a printer); humidifiers; travel irons; freezers; washing machines.

1000 Watts: Regular irons; table griddle/grill; percolators; vacuum cleaners; portable heaters; power tools; some microwaves.

1600/2000 Watts: Computer with monitor and printer; popcorn poppers; toasters; broilers; heaters; frying pans; hot plates; dishwashers; dryers; air conditioners; some microwaves.

High intensity halogen lamps require the use of a transformer. Lamps that use incandescent bulbs can be plugged directly into a 220 outlet if you use a plug adapter and replace the bulb with a 220 V bulb.

LIFE ON POST



ACS Family Advocacy Program (FAP)

The Family Advocacy Program of the Army Community Service Center provides Family life education, parenting education and support, and domestic abuse and neglect prevention. **Family life education** is designed to provide knowledge, social relationship skills, and support through the family life cycle. **Parenting education and support** enhances parenting and child management skills for improved family life quality of the parents and children. **Domestic** programs provide education and skill building to prevent abuse and neglect, or as recommended for treatment following such incidents. **Sexual assault prevention** provides training for all military units and agencies. **Unit victim advocates** are available 24/7 to assist victims of sexual assault.

Victim Advocacy coordinates appropriate services for every victim of domestic abuse, sexual assault and child abuse. The victim advocate acts as liaison with other community agencies to ensure victim rights are provided in a timely manner.



ACS-FAP
Ledward Barracks Bldg 242
DSN: 354-6933, CIV: 09721-96-6933
Mon-Fri 0800-1700

Women, Infants and Children -- Overseas

WIC-Overseas is a program that provides supplemental foods vouchers, nutrition education, and community referrals to eligible members of our community. Call for more information!

WIC-Overseas Schweinfurt
Bldg 574 on Poplar Street Askren Manor
(Near SAS)
DSN: 354-6791
Civ: 09721-966791

Mon-Fri
0800-1200, & 1300-1700



ACS New Parent Education and Support Program

The New Parent Education and Support Program is a team of experienced professionals who provide supportive and caring services to military Families with children from before birth through three years of age. Army Families and other military Families expecting a child or who have one or several children from birth through three years of age are eligible to participate free of charge in all the services offered. Expectant parents and parents of newborn children have the opportunity to learn new skills as parents and to improve those that they already have.



Through home visit support, playgroups, infant care and parenting classes, the New Parent Education and Support Program will help parents learn to cope with stress, isolation, deployment separations, post-deployment reunions, and the everyday demands of parenthood.

Home Visitation

Trained home visitors have extensive knowledge of the issues confronting parents today. These home visitors are sensitive to the unique challenges facing military Families.

PLAYMORNING

Playmorning is a parent and child playgroup for children from birth to three years of age. Network with other parents while your child(ren) enjoys fun, developmental toys and activities, and practices social skills.

For more information, contact the
New Parent Education & Support Program
Army Community Service
Ledward, Bldg. 242 (weekdays 0800-1700)
Phone: DSN 354-6933 CIV 09721-96-6933

ACS Emergency Placement Care Program

Emergency Placement Care (EPC) is an emergency, short-term program of substitute Family care for a child, over a planned period of time, when a child's own parent(s) is unable or unwilling to care for them.

EPC Parent applicants must consent to individual and joint interviews, a home safety inspection, and a home standard inspection. Applicants must live in approved quarters where a child will have access to American schools, recreation facilities, churches, community facilities and medical clinics. Applicants must be financially able to provide for the needs of the EPC child. *CHILDREN ARE NOT ELIGIBLE FOR ADOPTION THROUGH THIS PROGRAM.*

For full details contact
Army Community Service
Emergency Placement Care Program
Schweinfurt, (weekdays 0800-1700)
DSN: 354-6933, CIV: 09721-96-6933

Foster our Future...Become a Foster Family!

ACS Exceptional Family Member Program (EFMP)

An **Exceptional Family Member** is any Family member with any physical, emotional, developmental, or intellectual needs that require special treatment, therapy, education, training, or counseling. This includes, but is not limited to, anyone with: asthma, seizure disorders/epilepsy, diabetes, mental health disorders, depression/anxiety, developmental delays, speech or language impairment, hearing or visual impairment, behavioral issues or physical challenges

The EFMP is a mandatory enrollment program. It is designed to ensure that Families with special needs will receive the medical, education, community support, housing and personnel services they require at their duty location. Enrollment in EFMP will enable the Army to pinpoint an assignment that will have the resources available to meet the needs of your Family.

The EFMP Manager can assist with such things as enrollment and disenrollment, Family travel requests, relocation/transition assistance, Family advocacy, housing, and other resources, and works closely with DoDDs schools, housing, MWR, CYS, health clinic and other community agencies.

Please contact the Army Community Service Center for details about the Exceptional Family Member Program:

DSN: 354-6933

CIV: 09721-96-6933

Military Family Life Consultants (MFLC)

Military Family Life Consultants are highly trained and experienced social workers and psychologists who are licensed and certified in the US. They are hand picked because of their skill and background.

Consultants rotate into the community on a 4-6 week basis to deal with such issues as depression, anger, grief, loss, isolation, concern about children and Family members, or other feelings of uneasiness or worry. MFLCs provide a free, anonymous and confidential service, available to all ID card holders. Consultants work on a first name basis. No records are kept and nothing is reported up the chain of command.

For confidential appointments in Schweinfurt call:

Cell 0175-379-4691 or 01511-002-3585 between 0800-2000

ACS at DSN 354-6933 or CIV 09721-96-6933 between 0800-1700

Victim Advocacy Services

Although usually well-hidden, domestic violence is very common and affects people from all walks of life. The military maintains a **Zero Tolerance Policy** for spouse and child abuse in our communities. All Soldiers and Family members have a right to live without fear in their own homes.

When commanders and Family Advocacy services learn of suspected Family abuse, they will use military resources to stop the violence, protect victims, and provide intervention for offenders. The primary goal is safety first!

While all couples experience conflict, couples must resolve differences without resorting to violence.

DOMESTIC VIOLENCE includes, but is not limited to: punching, kicking, destroying property and cutting/pulling a spouse's hair, etc. Physical contact during arguments by either person is **against the law**. Family Advocacy has programs to assist Families in stopping the cycle of violence.

Whether living on post or off, if your Family is frequently in conflict, you must get help before someone gets hurt. If you have children who are being exposed to marital violence, understand that they are being hurt. Soldiers and Family members have a right to be safe at home. Take steps toward healthy and safe change today.

THE VICTIM ADVOCATE CAN HELP WITH:

- finding a safe shelter
- establishing a safety plan
- violence prevention education
- information about spouse benefits & legal assistance
- CRC representation

- mediation and meetings with commanders, lawyers, and police
- getting protection from abuse (PFA) and no contact orders
- crisis intervention
- Family assessments
- medical referrals
- counseling referrals
- special support and empowerment groups

Victim Advocacy Services

ACSC-FAP

BLDG. 242 Ledward Barracks

DSN: 354-6933, CIV: 09721-96-6933

Mon - Fri 0800-1700

To report suspicions of Family violence or neglect

Call the Military Police 24 hours a day

DSN: 354-6766/6624 CIV: 09721-96-6766/96-6624

- Seek safe shelter if you feel you are in physical danger by contacting the military police.
- Seek crisis counseling/support by contacting the Victim Advocate at the Schweinfurt ACSC BLDG 242, Ledward Barracks.

Mobilization and Deployment Readiness Program

The Mobilization and Deployment Readiness Program (MDRP) provides information, services and support specifically targeted to the unique issues related to deployment and separation. Assistance is offered to Soldiers, Families, Family Readiness Groups (FRG) and the chain of command.

During the pre-deployment phase, MDRP offers community-wide training and resource awareness programs designed to help Soldiers and Families prepare for the special challenges that the deployment may bring. FRG training is offered by MDRP on at least a monthly basis. A community based training for rear detachment personnel is also offered prior to deployment.

During the deployment phase, the MDRP serves as an educator, advisor and referral resource for Families, FRGs and the rear detachment. Training in relevant areas is offered on an on-going basis.

During the reunion and reintegration phase, the MDRP supports Families through reunion briefing and by participating in the reintegration processing of Soldiers.



Family Readiness Groups

Family Readiness Groups (FRGs) are supported and trained by the MDRP. New leaders are encouraged to attend the **FRG Crash Course for Leaders** class, offered monthly. This class gives a brief overview of the workings of the FRG and covers the role of the FRG leader. Volunteers are encouraged to attend the **FRG 101** course, which is offered monthly, to get an overview of the workings of the FRG. **Point of Contact (POC) Training** is also offered monthly and is an essential tool in any POC's tool kit. Also offered monthly is the **FRG Treasurer Training**, this training prepares the treasurer how to properly maintain the FRG bank account and records for their FRG. Advanced training and mutual support is available at the monthly **FRG Roundtable**, where FRG leaders from throughout the community come together and learn from each other's experiences.

MDRP is also available to speak on a wide variety of subjects at FRG meetings such as ACS services, keeping in touch during deployment, children's deployment issues, R&R seminars, the emotional cycle of deployment and much more. Please contact us at DSN: 354-6933 or CIV: 09721-966933 for more information, to schedule a briefing, or to sign up for a class.

Yellow Ribbon Room

The community **Yellow Ribbon Room (YRR)** is a great resource for Families. During deployments, Families can use the YRR computers for email and webcam communications with deployed Soldiers. The meeting room at the YRR is available for FRG meetings and other Army related events. FRGs and other agencies

can schedule use of the room by calling DSN: 354-6089 or CIV: 09721-96-6089. Operating hours are Monday-Thursday 1300-1800 & Friday 1000-1400 & 1500-1900.

Schweinfurt Health Clinic

Bldg 201, Ledward Barracks

Central Appointments: 354-7901

Clinic Hours: M,T,W,F 0800-1600 every 3rd Th 1300-1600

Personal Health Advisor

If you have a medical situation and are unsure of what to do, you can call the Personal Health Advisor (24/7) at 0800-825-1600 (toll free) and speak with a nurse.

After Hours Care:

For urgent medical needs after duty hours, you may utilize Leopoldina or St. Josef, the local German hospitals.

If you are experiencing a life-threatening emergency and are unable to drive, you may call the **German ambulance** at **09721-19222**. When calling a German ambulance the caller must know the exact German address.

Directions to Leopoldina Krankenhaus: (maps available at Health Clinic & ACS)

Take Niederwerner Strasse (B 303, the main road between Conn and Ledward) toward downtown Schweinfurt. Follow the signs for B 303 and B 26. As the road curves slowly around Schweinfurt, you will come to where the road is divided by a wooded median, and then to a stoplight with a left turn for B 26, Bamberg and Krankenhaus (the Panorama Hotel will be on the right). Take the left turn. At the next stoplight (about ½ km, a Shell station on the right) again turn left and go up the hill. Leopoldina will be on the left, a parking lot on the right. The emergency entrance is well marked on the right side of the building. Routine patients should report to the Health Clinic Representative on the first floor.

Directions from Ledward to St. Josef Krankenhaus: (maps available at Health Clinic & ACS)

St. Josef Krankenhaus: 09721-570

Exit East Gate and turn right onto Richard Wagner Straße. Cross Neiderwerner Straße to Ignaz Schön Straße and turn left. Go past the Shell station on the right and cross over to Friedrich Stein Straße. Go down the hill and St. Josef Krankenhause will be on your right hand side.

Military hospitals:

Landstuhl Regional Medical Center Information Desk: 06371-86-8106/6307

Heidelberg Hospital Information Desk: 06221-17-2262

Schweinfurt Health Clinic

Walk-in procedures:

Are limited to pregnancy tests, wound checks and dressing changes, Depo-Provera injections (appointments necessary prior to initial injection), and blood pressure check.

Limited walk-in appointments:

It is highly encouraged to make an appointment prior to coming to the clinic. Limited walk-in patients will be accommodated on a space-available basis.

Immunization clinic

Walk-in services only.

Patient liaison

If you need to get in contact with a military provider and/or Patient Liaison call: 09721-96-6708 or DSN: 354-6708.

Community health nurse

The Community Health Nurse provides smoking cessation, tuberculosis surveillance, HIV/AIDS awareness, flu shots, and other community-based programs. Please call Central Appointments for an appointment.

Educational Developmental Intervention Service (EDIS)

EDIS provides developmental services for children (birth through 21 years of age) and their Families. Eligible Family members may receive medical, developmental, education, psychological, speech, and/or social work services. Please call directly for an appointment.

Patient Education

Registered Nurses are available to answer questions and discuss problems regarding health related issues. Information is available on prenatal care, baby care, methods of birth control, breast-feeding, high blood pressure, diabetes, and asthma.

Patient Liaisons assist Soldiers, Family members, and other beneficiaries by acting as liaisons between the German hospitals and the American military health care system. Medical documentation must be brought to the patient liaison.

Physical Exams

Physical exams for active duty Soldiers are scheduled through the SMRC. Hearing exams are conducted for civilian pay patients and adult Family members who require them for employment physicals. Please call central appointments for scheduling.

TRICARE Service Center

The TRICARE Service Center is available for enrollments, Primary Care Manager assignments, information on TRICARE benefits, and to dis-enroll members leaving Germany.

Important Phone Numbers

Military Police Station: 114

(Call the MPs first for all emergencies)

German Ambulance: 19222

Installation Operations Center: 09721-96-6708 or DSN: 354-6708

Poison Control: 24 Hour Telephone Numbers

Germany: English-speaking doctors on duty 24 hours a day/7 days a week
0761-19240

Washington DC: 00800-444-88444

ERMC Sexual Assault Hotline:

DSN 371-3550/3551

CIV 06221-17-3550/3551

TRICARE 24-hour Personal Health Advisor (RN): 0800-825-1600

Important Clinic Numbers

DSN #: 354-xxxx

Central Appointments: 09721-96-7901

Immunizations: 09721-96-6378

Physical Therapy: 09721-96-6736/6561

Pharmacy: 09721-96-6137

Prescription Refills: 00800-7446-2500

Medical Records: 09721-96-6781

Telephone Consults: 09721-96-7901

Tricare Health Benefits Advisor (referrals): 09721-96-6638

Tricare Service Center: 09721-96-6687

Community Health Nurse: 09721-96-1750

Social Work Services: 09721-96-6276

EDIS: 09721-96-6257

ACS Army Volunteer Corps (AVC)

The Army Volunteer Corps Coordinator will connect you with the group or organization which can benefit from your energy and expertise. Volunteers are needed in a wide range of skills and organizations throughout the Schweinfurt community, including the Red Cross, chapel, Child & Youth Services, ACS, DODDs schools, Boy/Girl Scouts, USO, and the Arts & Crafts Center.

If you want to get into a new career field, volunteering is a way to gain new job skills and explore new interests. Volunteer hours can usually be counted for experience when applying for a paid position.

To get hooked up with the program that fits your interests, contact:

ARMY VOLUNTEER CORPS COORDINATOR

ARMY COMMUNITY SERVICE



Schweinfurt
DSN: 354-7078/6933 or CIV: 09721-967078/966933

OR Log onto www.myarmylifetoo.com to register to become a volunteer

American Red Cross



Ledward Barracks Bldg. #206 (basement)
DSN 354-1760/6251 or CIV 09721-96-1760/6251
Office hours 0800 - 1630 Monday through Friday

American Red Cross After-Hours Comm. Center
DSN 431-2334 or CIV 0703-115-2334

Email: mail.sft.redcross@eur.army.mil

Volunteer Opportunities

Volunteer positions are often available including casework, general office associates and records retention. Experience is not required.

FRG Briefings

Invite a Red Cross representative to your FRG meeting to learn more about what the Red Cross has to offer.

Childcare for Volunteers

The Red Cross can reimburse its volunteers up to 40 hours per month, 1 child per Family, for childcare expenditures.

Volunteer Orientation

All new volunteers are required to attend. Call to sign up for the Orientation, or come by the office and pick up a Volunteer Application prior to the Orientation. You will receive information about volunteering with the American Red Cross.

Health and Safety Courses

Depending upon the course, you may be trained to recognize and care for breathing and cardiac emergencies in adults, children, and infants; identify and care for life-threatening bleeding, sudden illness, and injuries. Individuals may receive First Aid, Adult CPR/AED, and Infant & Child CPR Certification. You must register and pay before class starts. Contact the office for information on renewing your certification.

RED CROSS NOTIFICATION

Make sure your immediate Family, to include parents or siblings, in the United States understand how and when to notify the Red Cross of emergencies. Complete the RED CROSS NOTIFICATION form (available from the Red Cross office in Building 206) and send it home to your parents or other Family members. In order for your spouse to be released from deployment, in most cases, the Red Cross must verify the emergency as life or limb threatening to an immediate Family member. Red Cross workers can also help you procure financial assistance for transportation costs.

Family Life Chaplain

The **Family Life Chaplain** offers free counseling and classes. Topics include:

- Pre-deployment, Separation & Reintegration
- Marriage counseling
- Family counseling
- Individual counseling
- Marriage Enrichment Events



- Parenting Workshops
- Support Groups
- Pre-Marital Counseling
- Communication Seminars

The Family Life Center is on the 3rd floor of the Abrams Entertainment Center (outside Ledward Barracks, across the street from the health clinic, at the corner of Niederwerner Str. & Richard Wagner Str.).

Call for more information or an appointment. DSN 354-6135
Mon – Thur 0800-1600, Fri 0800-1500

ASAP provides counseling for substance abuse and substance addiction, alcohol and drug education and prevention. Programs available include group therapy, individual counseling, and education classes.



ASAP is located in the Abram's Center, Bldg. 444; Second Floor
Hours: 0730-1630 Monday-Friday
Closed from 1200-1300
DSN: 354-1710 CIV: 09721-961710

USA Health Clinic – Schweinfurt
Bldg 201, 4th Floor
Monday – Friday 0800-1630
DSN: 354-6276/6231
CIV: 09721-96-6276/6231

PROGRAMS

Schweinfurt Social Work Service (SWS) & Mental Health provides clinical behavioral health services to active duty Soldiers and their Families, including assessing and providing treatment for domestic violence, redeployment, and reintegration after deployment.

Social Work Clinical Intervention

Social Work Service clients are self-referred or are referred by commander, school personnel, medical doctors, psychiatrist, or New Parent Support Program. Appointments or referrals can be made directly to SWS by calling 354-6276.

Family Advocacy Program

The Family Advocacy Program (FAP) of Social Work Service is a command sponsored program assisting Families of domestic violence or those at risk for spouse or child abuse/neglect. Clients are referred to FAP when there is an allegation of abuse or neglect.

Counseling is available for individuals, Families, children and couples. Group sessions are offered on men's issues, communication, and power/control issues, and women's issues, addressing assertiveness, communication, and self-esteem.

DEPLOYMENT STRESS

Deployment is stressful for military Families even under the best circumstances. As Families prepare for deployment, anxiety can escalate with concerns over separation, financial stability, and general well-being. Roles may be reversed. Spouses may change and become more independent, taking on new roles and responsibilities. Rules and procedures may have changed at home.

The Service member is not always the same person he or she was before deployment. He or she may have seen or experienced some things that were very upsetting. These are expected reactions that normal people have to abnormal situations. These predictable responses may include fear, nervousness, irritability, fatigue, sleep disturbances, startle reactions, moodiness, trouble concentrating, feelings of numbness, and frequent thoughts of an event. He or she may have difficulty talking about his/her deployment experiences, difficulty readjusting to Family routines, and difficulty reconnecting with children and his/her spouse.

DEPLOYMENT PROGRAMS

Special programs to address issues relating to deployment include Combat Stress Groups, Reintegration Briefings, and Combat Stress Education for Families.

ACS Army Family Team Building (AFTB)

Army Family Team Building is a volunteer-led organization with the goal of providing training and knowledge to spouses and Family members in support of the total Army effort. AFTB's mission is to educate and train all of America's Army by sharing knowledge, skills and behavior designed to prepare our Army Families to move successfully into the future.

Army Family Team Building classes are open to everyone. Sessions are limited to 12 students, so pre-registration is required. Units or FRGs interested in hosting an AFTB session should request the class at least three weeks in advance, with a minimum of 10 students for each class.

Level I Training

This 3-day workshop is for people new to the Army, or anyone interested in updating personal skills and basic Army knowledge. Learn military terms, the chain of command, and an overview of community resources, benefits and entitlements. Topics include:

- Expectations and impact of the mission on Family life
- Military acronyms and terms
- Introduction to military customs and courtesies
- Introduction to Family Readiness Groups

Level II Training

Whether you're an emerging leader within the Army community or simply want to tackle difficulties in home and work life, this 4-day course will offer inspiring strategies for your personal development. Topics you will explore include:

- Enhancing Relationship Building
- Introduction to Effective Leadership
- Volunteer Management and Marketing the Volunteer Experience
- Communication Skills
- Conflict Management



Level III Training

Level III courses offer a wide variety of subjects that are geared to help you to enhance professional growth and leadership opportunities in your career, community and unit. Some of these are:

- Personality Traits
- Building Self Esteem
- Motivating Factors
- Building a Cohesive Team
- Problem-Solving Techniques for Leaders
- Instructor Training

For those interested in becoming a part of AFTB's team, this three day course will provide the tools necessary to becoming a successful instructor. AFTB instructors are prepared to share the AFTB program with spouses and provide them with vital information and skills.

For more information or to register for a class, contact the

AFTB Program Coordinator

Army Community Service

Ledward Barracks, Bldg 242

DSN: 354-6933 or CIV: 09721-96-6933, Mon - Fri 0800-1700

Website: www.myarmylifetoo.com Click on "AFTB"

ACS Army Family Action Plan (AFAP)

The Army Family Action Plan (AFAP) is a process that lets Soldiers and Families say what's working, what isn't - AND what they think will fix it. It alerts commanders and Army leaders to areas of concern that need attention and it gives them the opportunity to put plans into place to work toward resolving the issues.

USAG Schweinfurt usually hosts its annual AFAP conference in January or February. Prior to that time, AFAP issues are solicited throughout the community. Although the conference is held just once a year, AFAP is a continuous process. Anyone wishing to submit local issues can do so monthly at Town Hall meetings. Volunteers within the community are encouraged to participate in the conference as delegates, facilitators, transcribers, recorders, issue support persons and observers.

Local commanders see to it that the issues are worked toward resolution. About 90% of AFAP issues are retained and worked at the local level, resulting in ongoing community improvements.

Some issues are applicable beyond the local level. These are sent up the chain of command to work for a resolution.

What are some AFAP success stories?

- Service members' Group Life Insurance increased from \$50,000 to \$250,000.
- Basic Allowance for Housing increased by 11%.
- A Military Savings Plan was authorized and implemented (TSP).
- AER provides grants in overseas locations to assist with financial aid for spouses to pursue undergrad, vo-tech, or high school completion studies.
- A DOD Reserve Component Family member ID card was established.
- A vehicle can be stored at government expense when a Soldier is reassigned to an area where shipment isn't authorized.
- TLE was authorized for first-term enlisted personnel and is being pursued for first-term officers.
- Family Support Groups were institutionalized.
- Army Family Team Building (AFTB) and Better Opportunities for Single Soldiers (BOSS) were born.

Recent AFAP success stories within USAG Schweinfurt:

- The utilization policy for has been changed to allow persons 12 years and older to use the fitness centers.
- Small children who can remain seated in stroller or carrier can accompany parents to the gym.
- The bus schedule for the Haardt community has been amended to include 3 additional stop times.
- A doggie park has been included in Askren Manor.
- Plans for a swimming pool have been included in the new fitness center to be built on Conn Barracks.

If you are interested in being an AFAP participant please contact:

AFAP Coordinator

Army Community Service (ACS)

Ledward Barracks Bldg. 242

DSN: 354-6933 CIV 09721-96-6933

AFAP ... One Voice Can Change Today's Army. *Let that voice be yours today!*



Military One Source (MOS)

MILITARY ONE SOURCE is a 24-hour, seven-days-a-week toll-free information and referral telephone service and website, available to active duty, National Guard and Reserve Soldiers, deployed civilians and their Families worldwide. MOS provides information ranging from everyday concerns to deployment/reintegration issues. The website includes short articles on many subjects, print material to download, and links to other relevant websites.

Additionally, if there is a need for face-to-face counseling, MOS will provide referrals to professional civilian counselors for assistance. ***OCONUS, face-to-face counseling is provided via existing Medical Treatment Facility-contracted marriage and Family counselors.*** The face-to-face counseling is limited to six sessions and addresses short-term concerns. It is not designed to address child and spouse abuse, suicidal thoughts and mental illness. Individuals in need of treatment are referred to the Medical Treatment Facility and TRICARE for services.

MOS counselors have master's degrees in a variety of fields such as education, social work, early childhood development, psychology and counseling. All face-to-face counseling is provided by master's level staff licensed in their respective states. The Military One Source staff will not provide information on pay-related or other Army administrative issues.

The services are pre-paid by the Army. There is no cost to callers to go online, ordering educational materials, or for the six counseling sessions. You may call or go online as often as necessary. You may, if you wish, personalize the website by using "My Military One Source."

Areas of assistance include:

- Parenting and Child Care
- Education

- Relocation
- Financial and Legal Concerns
- Everyday Issues (such as finding services in a local community or consumer issues)
- Emotional Well-being
- Health
- Addiction and Recovery
- Disabilities
- Military Life
- Work Concerns
- Crisis Support
- Elder Care
- TRICARE “warm transfer”
- Life-Issues Library and Pre-Paid Materials
- Translation Service (no medical or legal documents) – *Documents may be digitally sent to MOS without charge. See your ACSC for more information.*

MOS is private within certain limits. Confidentiality does not extend to issues of harm to oneself or others, child abuse, elder abuse or domestic violence. Issues outside those mentioned above are considered confidential and will not be released without signed authorization from the user of the service. Sponsors are not advised when their Family member calls or conducts an online visit or face-to-face session.

MILITARY ONE SOURCE

Phone from OCONUS: 00-800-342-9647-7 (dial all digits).

On-line assistance at: <http://www.militaryonesource.com>.

ACS Employment Readiness Program

EXCITED ABOUT A NEW JOB!

If you are planning to work while stationed in Germany, the Employment Readiness Program (ERP) office, located at ACS, building 242, Ledward Barracks,

SERVICES OFFERED

One-on-one assistance and classes are offered to develop and enhance occupational skills. Offerings include résumé writing, interviewing skills, Resumix workshop, volunteer opportunities and job search. Classes are open to all I.D. card holders and they are FREE! The job market on post at USAG Schweinfurt is very different from the job market in the states so patience and additional work on your part may be required. The ERP office also maintains job postings received from agencies and businesses other than those listed through the DOD employment agencies and employees (APF, NAF, AAFES, USAJOBS, Defense Commissary Agency (DeCA), and the Department of Defense Dependents Schools (DoDDS)) and post them in our newsletter, the **JOLT**. The **JOLT** advertises employment opportunities in the Schweinfurt, and Bamberg communities as well as volunteer positions, upcoming classes, job search websites, upcoming job fairs near military communities. To receive the **JOLT** please call ASC at the numbers listed below. Check with individual agencies concerning requirements for employment. If applying for a position, ensure you save a copy of your application package for use again later. Stop in at ACS for additional web sites for typing training, computer skills training and empowerment

Army Community Service

Schweinfurt – Ledward Bldg 242

Civ 09721-96-6751 DSN 354-6751

Mon-Fri 0800-1700

Employment Readiness Resource Center

Schweinfurt – Ledward Bldg 224

(The COMMONS)

Civ 09721-96-6288

Mon-Fri 0900-1600

Where can I find a job in Schweinfurt?

1. Federal Civil Service (also called GS jobs or Appropriated Fund (AF) jobs)
These jobs are open to US Citizens. Apply through the Army's on-line résumé builder (Resumix). Job lists are available at the Commons or on-line at <http://acpol.army.mil/employment>. Classes are available on Federal résumé preparation through ACSC.
2. Non-Appropriated Funds (NAF)
Open to US citizens, and citizens of NATO countries with a valid US work permit and social security number. The NAF office is located on the 3rd floor of the Abrams Entertainment Center. Job lists are available at the employment desk at the Commons or on-line at <http://acpol.army.mil/employment/naf.htm>
3. Department of Defense Dependents Schools (DoDDS)
Apply for teaching positions through the main personnel office at <http://www.dodea.edu/offices/hr/employment/vacancies.htm>
Substitute teachers, clerks, lunch room monitors and other non-teaching positions are also available. Visit the web site to view announcement and for specific instructions on applying at <http://www.eu.dodea.edu/pers/vacancies.htm>
4. Army Air Force Exchange Service (AAFES)
Apply for positions at the AFFES Human Resources Office located on Conn Bldg 20.
5. Commissary
Stop in at the commissary office for details of employment opportunities. All positions are recruited through <http://www.commissaries.com/> or <http://acpol.army.mil/employment/>.
6. Concessionaires
These are businesses that provide services on post under AAFES and MWR contracts. To apply for position, inquire at each facility. Examples are: Beauty Shop, Barber Shop, Flower Shop, Optical Shop, Cleaners, etc.
7. Non-Personal Service Contracts
Some agencies (ACS and the Chapel, for instance) obtain the services of individuals through the use of contracts. A contractor is a self-employed person providing a specified service. When a contract comes open, applicants submit a bid for the services and a resume reflecting the requirements of the position. Go to <http://www.usacce.army.mil/frc/default.htm> and open the online bid board for details on current opportunities.
8. MWR Instructor Contracts
If you are a certified instructor in anything from aerobics to cake decorating, you may contact the Community Recreation Division and the Child and Youth Services (CYS) SKIES Programs to ask about offering classes through their facilities. They will take a percentage of your class fees in exchange for using their facility.
9. Contractors
Some companies (such as the Community Bank and Andrews Federal Credit Union) have contracts with the Army to provide services on-post. These companies often hire ID cardholders. Check with individual contractors about openings and their application process. Also, if you are hired, please confirm you tax liability with the German Attorney at JAG.

NAF Civilian Personnel Office

Abrams Entertainment Center
Bldg 444, Room 309A

Mon - Wed, Fri: 0730-1700

2nd Thurs closed

Closed for lunch daily: 1200-1300

DSN 354-6444/6884 FAX 354-6443

CIVILIAN 09721-96-6444 FAX 09721-96-6443

The NAF office handles all Child and Youth Service positions, Bowling Center, Bradley Inn, Recreation Centers, Auto Skills/Strip Lot and other MWR positions.

Information on the web at www.chrma.hqusareur.army.mil.

AF Civilian Personnel Office

Abrams Entertainment Center
Bldg 444, Rooms 312 & 314

Mon-Wed & Fri 0900-1200 & 1300-1600
Thurs 1300-1600
DSN 354-6898/6405
CIV 09721-96-6898/6405

COMMUNITY LIFE



Schweinfurt German-American Club

The Schweinfurt

German-American Club is an organization for people of all ages who want to have fun and enjoy new experiences along with members of the local German community.

The club plans a variety of cultural and social events that allow Americans to experience the real Germany, as well as expose the German members to some of our American customs.

If you are new in town, interested in making new friendships, or are curious about foreign cultures and languages, this is the club for you. This can also be an opportunity to contribute your enthusiasm, ideas, skills, time, and talent.

Events include:

Monday Evening Stammtisch (1830)

"Stammtisch" is a German word for "the regulars' table" at a gasthaus, café, or restaurant. Everyone is welcome to come and enjoy themselves. This is a time to relax and socialize. The venue changes as the club works its way through the dinner menus. Contact the club for the current location.

Tuesday Mornings Stammtisch (9:30 am)

Altstadt Café off the Marktplatz in Schweinfurt. Facing McDonald's, with the Rathaus (City Hall) on your left, turn left down the street with McDonald's on the corner. The café is on the right. Join us for breakfast, or just tea or coffee. Come make friends and ask questions.

Travel and Activities

We plan activities through the year to experience the local culture, sights, and fests, including city tours, wine tasting, and sampling new restaurants. Club activities are always casual and bringing guests is encouraged.

A small membership fee is requested on an annual basis.



For more information, please contact:
Mary Ritzman
09721-187321

Coupon Connection

Charitable organizations in the states clip and send us thousands of grocery store coupons. These are free for Soldiers, Family members, and civilians. Coupons are good at the Commissary for 6 months after the expiration dates.

They are available for you to search through daily at the ACS Employment Readiness desk in the Commons (Bldg 224) 0900-1600, at ACS in the lobby from 0800-1700, and at the Community Yellow Ribbon Room during regular hours.

Schweinfurt Arts and Crafts Program

The Craft Studio
Bldg 203, Ledward

Wed, Thur 1300-2100
Fri, Sat 1000-1800.
Closed on Sun, Mon, Tue
& American Holidays
Call DSN 354-6903



Wood 'N' Frame
Bldg 242, Ledward

Weds-Fri 1400-2045 & 2nd & 4th Tues 1400-2045
Closed Sun, Mon,
Sat 1000-1645 & every 1st & 3rd Sun 1000-1645
Closed Mon, German Holidays
Call DSN 354-6304

The Craft Studio has the tools and offers classes or instruction in a wide range of craft activities. These include Basket Making, Ceramic Mold Pouring Class (over 2000 molds available), Dry-Brush Painting, Hand Sewn & Quilted Patchwork Class, Lace Making (learn bobbin-lace techniques), Pottery (four types of potters' wheels and 3 kilns) Scrapbooking & Rubber Stamping Techniques –(combine stamps, ink, embossing powder, heat gum, hot glue, ribbon, hand made paper, trinkets), Spinning Classes, Weaving Class, and Knitting Knights (knitters meet every Thursday evening).

The **Wood 'N' Frame** shop is equipped with professional-level woodworking tools, and offers classes in wood inlay and picture framing.

Thrift Shop

Sponsored by the Schweinfurt Community Spouses' Club (SCSC)

Hours of operation:
Tuesdays and Wednesdays 0900-1500
Thursdays 1200-1700
1st & 3rd Sat. of the month 0900-1500
Located on Ledward Barracks, Bldg 231

(across from the CMR mailroom and the Yellow Ribbon Room)

Phone: DSN 354-6723, CIV 09721-96-6723

The Thrift Shop is a volunteer-run consignment shop for clothing, furniture, appliances, books, tapes and other household items. Before paying full price for new items, stop in to see if you can find that missing item for your household. Popular items include electrical transformers and 220 volt appliances.

CONSIGNMENTS

Would you like to be paid for cleaning out your house? Bring in your unwanted items to sell at the Thrift Shop. You can even fill out all the paperwork ahead of time in your own home. You can consign up to 20 items each consignment day and 10 of them can be clothing.

Consignment hours: Tuesdays and Wednesdays 1000-1300

PCSing?

Leaving within the next 90 days! With your orders, you can consign unlimited items. Stop by the Thrift Shop to make an appointment and receive the paperwork. Fill everything out in the comfort of your home. Bring in all the items, paperwork, orders and self-addressed stamped envelopes to be sent after you leave.

DONATIONS

Do you have unwanted household goods and clothing, in good repair, but don't want to go through the paperwork of consignment? You can also donate items to the Thrift Shop. All proceeds from donated

items go back into the community. Money is used toward scholarships, Scouting, schools, and other community needs. Donations are accepted any time during hours of operation.

BECOME A THRIFT STORE VOLUNTEER

You'll have the following benefits:

- * Consign unlimited items
- * First choice of any items coming in
- * Pick the hours you work
- * Work four days a month and keep 85% of your consignment profits
- * Volunteer hours are turned in to the installation volunteer coordinator for recognition
- * Paid childcare provided, for a maximum of 20 hours per month
- * You are helping your community!!

Library

As you would expect, our library (Ledward Building 242) has a full selection of books, fiction and non-fiction on the second floor, with a separate children's book section on the first floor. There are about 20 computers with internet connection available for your use. The library also has a collection of audio books, movies and TV series on tape or DVD available for checkout. Library materials are available to all ID card holders.

If you need a quiet space to study or for a small group meeting, the library has several private rooms available on the 2nd floor.

Shopping on the Economy

While you can find the basic necessities on-post at the PX and Commissary, there are times when you'll want to have other options. You will find a wide range of stores and shops in Schweinfurt, with many of the same conveniences as you would expect in an American city. Americans have been stationed in Schweinfurt for over 60 years, so the Germans are used to having Americans as customers. Most shops have at least one person who speaks English. Schweinfurt citizens are generally friendly and helpful when you're out on the economy. Of course, politeness and a good attitude on your part go a long way toward establishing a good relationship.

While you can find small shops scattered throughout the city, there are several main shopping areas in Schweinfurt:

- The pedestrian zone in the city center: You will find everything from clothing boutiques and department stores to specialty shops and discount "1 Euro" stores. There are many outdoor cafes and restaurants, and a farmer's market is held on the Marktplatz (the main market square) several times a week and Saturday mornings.
- Hafen: across the Main River from downtown. This district has a number of large building supply stores, car dealerships, furniture, grocery and electronic stores.
- On the JFK Ring, near Askren Manor, you can find a collection of grocery and other stores.
- In Niederwerrn, north of B 303 between Conn and Ledward, is another collection of large stores and car repair shops.
- "STADTGALERIE SCHWEINFURT" The shopping mall opened it's doors the first time in February 2009. With 1.300 parking spaces, 100 specialty shops, surrounded by restaurants, cafes and bars the mall is open Mon - Sat from 0930 - 2000 for you to explore fashion, trends, accessories as well as literature, entertainment electronics and much more.

Remember that most German stores do not take Visa/MasterCard. Plan on paying in cash (Euros) unless you know from experience that the store will take plastic.

Most stores do not supply bags, or they charge for bags, so bring a tote bag or backpack when shopping. At grocery stores, if you have more than a handful of items, the accepted procedure is to wheel your cart to the parking lot and bag your groceries at your car.

Germany Shopping Hours:

In the City Center, most stores are open from 0800 or 0900 to 1700 or 1800 on weekdays, and to 1300 or 1400 on Saturdays.

The big stores on the city perimeter (grocery, electronics, building supplies, furniture, etc) are generally open to 1900 or 2000 on weekdays and Saturdays.

All stores are closed on Sunday and German holidays.

USAG Schweinfurt Chaplain's Office

Garrison Chaplain's Office, Bldg. 242 on Ledward Barracks:
DSN 354-1380/6184, CIV 09721-96-1370/6184

Hours: Mon- Fri, 0900-1700, closed on all Federal Holidays

Sunday Worship Opportunities: 0900 General Protestant

1100 Catholic Mass

1230 Gospel Service



Brigade Chaplain's Office, Bldg. 14 on Conn Barracks:
DSN 353-8620, CIV 09721-96-8620

If nobody answers, please call Ledward Chapel.

For more information regarding on- and off-post worship opportunities, on Religious Education, on Chapel Youth programs, Bible Studies, etc., please call one of the numbers above.

If you have an emergency and need the assistance of a Chaplain after regular duty hours, please go to or contact the Installation Operations Center at Bldg. 206 on Ledward Barracks, DSN 354-6708, CIV 09721-96-6708.

Better Opportunities for Single Soldiers (BOSS)

RECREATION..... COMMUNITY SERVICE..... WELL BEING

The B.O.S.S. program provides single service members opportunities to identify and plan recreational and leisure activities. Additionally, it gives Soldiers the opportunity to participate and contribute to their respective communities. The core components, or Three Pillars, of the program are Recreation and Leisure, Community Service and Well-being.

B.O.S.S. is a member-driven program. Single service members have the opportunity to be local B.O.S.S. board members, unit representatives, or volunteers to assist in planning events or attending activities. Although the intent of the B.O.S.S. program is to provide recreational and leisure activities for single service members, events are typically open to all authorized MWR patrons.

The program includes a B.O.S.S. committee of single service member representatives from installation units. Typically the installation Command Sergeant Major serves as the senior military advisor to the council. An installation MWR advisor is appointed to provide guidance in planning activities, financial accountability, and marketing. B.O.S.S. members are encouraged to identify both local and Army-wide well-being issues and concerns that affect their quality of life. The issues are formatted and submitted to the senior military advisor to find a solution through the proper command channels or local staff agencies.

THE THREE PILLARS

RECREATION

Recreation and leisure activities may be planned solely by the B.O.S.S. committee or in conjunction with other MWR activities. B.O.S.S. committees have sponsored events such as single Soldier talent shows, concerts, dances, and trips.

COMMUNITY SERVICE

B.O.S.S. committees often elect to participate in community programs or projects, which make a difference in the lives of others, the community, and ultimately, themselves. This pillar is voluntary in nature and must be coordinated with the installation volunteer program.

WELL-BEING

Well-being deals primarily things single Soldiers can directly or indirectly influence to enhance their morale, living environment, or personal growth and development. Examples of the issues that have been addressed by B.O.S.S. committees include dining facilities, fitness, and Army Air Force Exchange Service (AAFES).

FMWR Advisor

Schweinfurt: DSN 353-8021/8476

S²C²

The Smart Soldier Cab Card is the latest defense in keeping our Soldiers safe. The card reminds Soldiers that if they have been drinking, they can get a cab ride back to the barracks. The reverse side of the card, in German, will let the driver know the fare will be covered by the Soldier's unit if the Soldier cannot pay.



SMART SOLDIER CAB CARD

Take the Smart and Safe Way Home
Call a Cab!

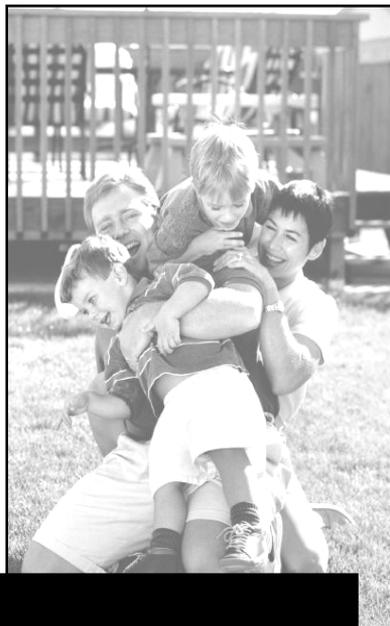
Schweinfurt: **09721-16060 / 19410**

Unit CQ telephone number: _____

Cards can be picked up at the Army Substance Abuse Program (ASAP) office on the 2nd floor of the Abrams Entertainment Center (building 444).

Hours: 0730-1200 and 1300-1630 Monday-Friday
DSN: 354-1710 CIV: 09721-961710

CHILDREN & TEENS



School Registration

SES - Schweinfurt Elementary School www.schw-es.eu.dodea.edu

SMS - Schweinfurt Middle School www.schw-ms.eu.dodea.edu

DODDS info www.eu.dodea.edu/all.htm

- 1) Register your child in any DoDDS school.

- 2) After you have filled out the forms , go to the appropriate school. Bring with you:
 - ❖ copy of your orders, showing proof of residency
 - ❖ military ID card
 - ❖ child's birth certificate (only if you are registering a kindergartner or new first grade student)
 - ❖ child's social security number
 - ❖ updated immunization records
 - ❖ any pertinent legal documents (court custody papers, etc.)
 - ❖ copy of school records (suggested)

The school office will download the forms you have already filled out and ask for a signature. You may also request a copy of the current school year calendar for future reference.

Free and reduced lunch is available for qualifying Families with students in K-12. Apply at your local ACS office. Bring a copy of your orders (showing all command-sponsored family members) and your most recent end of month LES.

For more information contact the CYS- School Liaison Officer at DSN 354-6090 or 09721-96-9096.

IT'S THAT EASY!

School Dress Code

USAG SCHWEINFURT ELEMENTARY & MIDDLE SCHOOLS

LEG WEAR

- o Navy, Blue, Khaki, Black or White
- o Cotton, Polyester, Corduroy, Longpants (Docking style, no baggy cargo)
- o Skorts, jumpers, skirts, or walking shorts (mid thigh or longer)

SHIRTS

- o Red, White, Navy, or Light Blue, Green or Orange
- o Short or long sleeve polo or dress shirts, turtleneck long sleeve shirts, sweaters, official PTSA shirts, sweatshirts, or jackets

FOOTWEAR

- o Socks-Navy, Red, or White
- o Shoes-sturdy tie, buckle, or casual shoes
- o No platform shoes, sandals, or dress shoes with slick leather soles

AVAILABLE SOURCES:

AAFES

www.aafes.com – French Toast store is available through the concentric mall, with a military discount

www.icpenny.com

www.gap.com

Local stores -H&M, E-Center, etc.

If you have any questions about the dress code, please call your school.

Child & Youth School Services (CYSS)

You must register your children with CYSS to be eligible for childcare, youth sports and other activities.

CYSS Central Registration

The Commons

Ledward Barracks Bldg 224

DSN 354-6517 CIV 09721-96-6517

Monday-Friday 0800 -1700 hrs (after 1100 by appointment only).

The Following Items Are Needed to Register

1. Child's Immunization Record (**must be current**), If enrolled in a DoDDs School no health assessment or shot record required, unless registering for a sports activity.
2. Child's Social Security Number (**must see SSN card**)
3. Identification card of sponsor or spouse
4. Must have names for two emergency designees and their phone numbers
5. Recent end-of-month LES of sponsor and current pay stub of spouse (not required for youth who are 6th grade and above)

CYSS Benefits

- 5 FREE hours each month of after school care at School Age Services for children in grades 1-5, regardless of sponsor's rank.
- Middle School Zone and Teen Center activities, FREE to all CYSS registered youth
- 10% Multiple Child Reduction on CYSS Fees
- Child and Youth School Services employee discount
- Parent Participation Discount
- 16 free hours a month per child for Families of deployed soldiers (current as of Sept 2007).



SKIES *Unlimited*

School of Knowledge, Inspiration, Exploration, and Skills (SKIES)

Abrams Entertainment Center Bldg 444
Monday - Friday: 0800-1700
DSN: 354-6460 Civilian: 09721-96-6460
Serving children/youth from Infant-18 years of age



SKIES offers many possibilities for your child. Children and youth may choose from a myriad of classes offered by the School of Arts, School of Sports, School of Life Skills and School of Academic Skills. The instructional programs are designed to support growth in every aspect of the lives of Army youth, from infants through high school age children. The instructional programs provide enrichment in areas of creativity, music, athletics and life skills.



There are many advantages when youth participate in instructional programs:

- Development of positive self-image and leadership skills
- Accommodation of various learning styles and developmental stages
- Discovery of new knowledge, skills and special talents
- Character development
- Exploration of personal interests
- Encouragement of creativity
- Increased individual competence
- Exposure to positive behavior
- Reduction of school drop-out rate

HIGHER EDUCATION

Army Education Centers

Ledward Army Education Center
Ledward Barracks, Bldg 242
DSN 354-6383, Mon - Fri 0800-1700

Civilian Higher Education

If you are interested in starting or continuing work on a post-high school degree, getting started is as easy as 1 - 2 - 3:

1. Fill out a NEEDS ASSESSMENT SURVEY by choosing the degree majors and/or courses that interest you most.
2. Arrange to speak to an EDUCATION COUNSELOR so that your individual goals can be discussed and clarified. Your counselor will assist you in developing a degree plan.
3. SIGN UP for classes that match your degree plan. Check off the classes as you go!

If you are not pursuing a degree because of a lack of financial aid, childcare issues or unavailability of classes, talk to the Education Center to see how we can help.

The education center has resources available if you are currently taking classes elsewhere. Free computer usage for online classes and proctored exams so you can take your tests locally.

AER Spouse Education Assistance Program

Army Emergency Relief provides the **Spouse Education Assistance Program** to provide Army spouses with financial assistance in pursuing educational goals, up to a bachelor's degree. The purpose of the program is to assist spouses in gaining the education required to allow them to qualify for increased occupational opportunities.

Financial assistance is awarded up to half the cost of tuition per term based on relative financial need, with a \$400.00 maximum per academic term.

In addition to the traditional college courses, the Spouse Education Assistance Program provides assistance with the following courses offered at the education center: English as a Second Language, GED prep courses, CLEP examinations, and DANTES distance education programs.



The Family member's spouse who wishes to participate in the Spouse Education Assistance Program may obtain further information and an application and instructions at the Army Emergency Relief office, the Education Centers and on the internet by downloading the information from the Army Emergency Relief Web Site: www.aerhq.org.

AER Scholarship

MG JAMES URSANO SCHOLARSHIP FUND

The MG James Ursano Scholarship Fund, administered by Army Emergency Relief, was established in 1976 as a secondary mission to help the dependent children of Army Families with the costs of post secondary undergraduate level education, vocational training, and preparation for acceptance by military service academies.

The scholarship funds may be used to assist with tuition, fees, books, supplies, or school room and board either on or off campus at the student's request.



SCHOLARSHIP PROGRAM ELIGIBILITY

Applicants must be dependent children, stepchildren or legally adopted children of Army Soldiers on active duty, retired, or deceased while on active duty or after retirement.

Applicants must be enrolled, accepted, or pending acceptance as full time dependent students for the entire academic year in post-secondary school for undergraduate study. Full-time attendance is required at the school accepting the scholarship funds.

The applicant can apply online on our website, www.aerhq.org from November 1st through March 1st.

Contact the Schweinfurt AER office at the Army Community Service Center for full details,

DSN 354-6933, CIV 09721-96-6933

For additional information contact:

Army Emergency Relief

MG James Ursano Scholarship Fund

200 Stovall Street Rm. 5N13

Alexandria, VA 22332-0600

703 428-0035

Education@aerhq.org

Army Emergency Relief is dedicated to "Helping the Army take care of its own."

SCSC Scholarship

The Schweinfurt Community Spouses' Club offers college scholarships for military spouses for graduate or undergraduate study. This merit



scholarship is to provide tuition assistance for college courses offered through the Army Education Center.

The scholarships are awarded based on the following criteria: GPA of 3.0 or higher (official transcript required), community service (volunteer time), and a typed essay of 300 words based on the theme "Educational Goals and Achievements toward Obtaining Those Goals".

SCSC can award up to two Family member scholarships per quarter. Each scholarship may be up to \$500.00. Applicants can receive only one scholarship per year. The deadline for all scholarship requests is the 15th of the month.

Call the Thrift Shop for contact information
DSN 354-6723 Civ 09721-96-6723



FINANCIAL RESOURCES

ACS Financial Readiness Program

The Financial Readiness Program (FRP) staff provides guidance and assistance in establishing a personal budget and savings plan, allowing Soldiers and Families to meet short and long-term financial goals, reducing and eliminating debts as quickly as possible and educating clients in the proper use of consumer credit.

Additional services promote consumer awareness by providing information on banking, insurance and credit. Classes offered include Checkbook Management, Home Loans, Insurance, Financial Planning, Credit Management, Car Buying, Basic Investing, and Financial Planning for Baby, and college scholarships.

Contact the Schweinfurt ACS for a schedule of upcoming Financial Readiness classes, or to arrange an appointment with the FRP Manager.

Army Community Service Center
Financial Readiness Program (FRP)
Ledward Barracks, Bldg. 242
DSN 354-6933

Free/Reduced School Lunch

To apply for the free/reduced school lunch program for your children, come to Army Community Service, Ledward Building 242. Bring the following materials with you:

- School Lunch Application (Completed, Army Europe Form 352-1A-R)
- Latest End of Month LES (both sponsor and spouse, if working)
- Copy of orders with Family members' names

Army Emergency Relief (AER)

*Serving Soldiers and their
Families in war and peace
for 64 years.*

ARMY EMERGENCY RELIEF is a private nonprofit organization incorporated in 1942 by the Secretary of War and the Army Chief of Staff. AER's mission is to provide emergency financial assistance to Soldiers, Family members, and eligible retirees. AER receives no government funds. Money is raised by voluntary contributions from



active and retired Soldiers and Army civilians, as well as repayment of non-interest loans and interest on investments.

AER provides non-interest loans or grants to assist with financial hardships such as: food, rent, utilities, emergency transportation, funeral expenses, medical or dental expenses, or delayed or stolen pay. AER is not an entitlement and can not help with such things as non-essential purchases, vacations, legal expenses or fines, the purchase of a home or car, credit card debts, or bill consolidation.

For assistance, contact the AER officer at the Schweinfurt ACS, Ledward Building 242. DSN 354-6933, CIV 09721-96-6933. If requesting financial help, you will need your Military ID Card, your latest Leave and Earnings Statement, Leave/PCS orders (if appropriate) or other substantiating documents (car repair estimate, rental agreement, utility bill, etc.).

The Army-wide annual AER fund campaign is conducted 1 March- 15 May. You can contribute to your local AER fund campaign or send your contribution to AER National Headquarters. All contributions are tax deductible.

For more information

Contact your local AER officer at Schweinfurt ACSC or visit our website: <http://www.aerhq.org>

AER National Headquarters
200 Stovall Street
Alexandria, VA 22332-0600

Banking

There are two American banks on post for those interested in opening a local account in US dollars. They offer the full range of banking services such as savings and checking accounts, car loans, debit cards, account transfers and ATMs.

DOD Community Bank
(a division of Bank of America)
Ledward Barracks Bldg 226
CIV 09721-88096
DSN 354-6403

Andrews Federal Credit Union
Ledward Barracks Bldg 224
CIV 09721-796860
DSN 354-6891

ATMs on post offer cash in Dollars or Euros. Most American major credit cards and cash cards work at the various German cash machines (Geldautomat) off post for getting Euros. However, you may be charged an international transaction fee by your bank to use these machines.

Many of the local German stores do not accept credit cards or personal checks. Plan to do your shopping using Euros if you're not sure about the store. In Germany, an electronic bank transfer is usually used in the situation where you would mail someone a check in the States (such as rent or utilities). The vendor will give you their bank and account numbers. You just need to fill out a form at the bank and the funds will be transferred between accounts.

Finance Office

C-Det, 106th Financial Management Company
Conn Barracks, Bldg 40
Open: Mon, Tue, Wed, & Fri 0900-1130 and 1300-1500

Did you know???? The Finance Office accepts Power of Attorneys under the following stipulations:

1. You must have a "Special" power of attorney with specific guidelines (not to be confused with a "General.")
2. You must have your power of attorney with you at the time of your visit.
3. Your power of attorney must be in good condition (legible with a raised seal).

Phone Numbers:

Welcome Book

Travel 353- 8855
Separations 353-8684

In/Out Processing 353-8853
Chief 353-8679

Tax Relief

What is Tax Relief?

The Tax Relief program enables members of the U.S. Forces to buy goods and services on the German economy without paying the 19% value-added tax (VAT). This tax is automatically included in the price of all merchandise in German stores. VAT forms are available for specified individuals who work for and/or with the U.S. military and their Families.

How does the simplified Tax Relief procedure work in Schweinfurt?

Step 1: Personally register with the Tax Relief Office in the Commons. Obtain and read additional regulation and procedure information.

Step 2: Purchase the type of tax form(s) you need from your Tax Relief Office. The following two types are available:

A. For purchases under € 2500

Before you go shopping, stop by the Tax Relief office in the Commons on Ledward and buy tax exemption forms. They cost \$4 each, and are discounted for volume purchase (up to 10 at one time for \$30). Thus, it is only worth your while to use the form for checkout totals greater than around €40.

The forms are good for two years from issue date. There is no refund for unused tax exemption forms. You must have a valid ID card with you to purchase the forms.

When shopping, check with the merchant prior to your purchase to verify if they will accept the tax exemption form. This is a voluntary program. German vendors **DO NOT** have to accept the paperwork (even so, most of the vendors in the Schweinfurt area do take them, such as furniture stores, building supply stores and car repair shops.) Should the vendor not understand the procedures, feel free to contact the Tax Relief office at 09721-96-1780 and the Tax Relief clerk will talk to the vendor and explain the correct procedures. In addition, the Tax Relief office will provide you with the guidelines for use of the tax relief forms for all purchasing agents (German and English language.)

The method of payment is up to the merchant (Euros, Dollars or credit card). You may have to use a special checkout line or go to the store's office to complete the paperwork. The merchant will complete the application and order form (AE Form 215-6b.) and return 2 copies to you. You must return the white copy to the Tax Relief Office; the pink copy is for your records.

Please note: When you PCS out of Germany, be sure to return any unused forms to the Tax Relief Office prior to your departure. It is very important for the Tax Relief Office to clear all forms in its system.

B. For purchases over € 2500

Select the goods or services required from a vendor who accepts the tax exemption forms. The advance detail pro-forma estimate (Angebot/ Kostenvoranschlag) estimate requires CMWRF & purchaser name, cost formula including gross amount of purchase – 19% VAT, and the net amount of the purchase.

The details of the product or services provided must be included on the estimate. For vehicle purchases the details listed must include as a minimum: the vehicle make, model, year and the Vin number of the automobile to be purchased.

Next purchase a cashiers check or a certified bank check made out for the net amount of the purchase (without VAT tax). Please make the check payable to CMWRF & John Doe (customer or CMWRF) the vendor. Bring the estimate and the check to the VAT Office, the fee of \$6.00 for over Euro 2500.

Step 3: Return carbon copy of tax form to the Tax Relief Office.

For more details, contact

Tax Relief Office

Schweinfurt

DSN: 354-1780 or CIV: 09721-96-1780

Ledward Barracks, The Commons

Open Monday – Friday 0830-1300 & 1400-1630. Closed on German and American holidays.

LEGAL RESOURCES



Schweinfurt Law Center

(Office of the Staff Judge Advocate-OSJA)

Claims Office

Mon – Thu 1300-1630, Fri 1300-1500

DSN 353-8809, CIV 09721-96-8809

Subject: Household Goods / Hold baggage / European and Local Move Claims.

Have inventory list ready on delivery date. The delivering carrier will provide the DD Form 1840/1840R (Pink Form). You must note OBVIOUS damage and missing boxes/line items at delivery, particularly of the high-valued items, and sign the form. You have 70 calendar days from the date you receive your delivery in order to annotate additional found damaged or missing items on the reverse side of DD Form 1840 and to provide this form to any Claims Office. Failure to meet this time limit may result in a complete loss or reduction of the amount payable to you. Further instructions for filing the actual claim will be provided to you when you turn-in of the Pink Form.

Subject: Privately owned vehicle (POV) claims.

It is essential to inspect your vehicle thoroughly at pick-up. Clean your vehicle with a cloth in order to detect damages. You must annotate all damages to the exterior or interior of your car (i.e., dents or scratches) on your shipping form before you leave the shipping point. It will be hard to prove external damage discovered later to be the result of shipment. Time filing limitation for POV claims: 2 years counting from the day of pick up.

Subject: Claims for vandalism, theft, quarter losses, fire, floods, etc.

Call or stop by the Claims Office for more information.

Legal Assistance Office

Conn Barracks, Building 1, Room 301

Mon – Fri 0900 – 1130 and 1300 – 1500, Thursday 1300-1500

DSN: 353-8384, CIV 09721-96-8384

Subject: Powers of Attorney (POA), Notarizations, Affidavits, Certified Copies

These are done on a walk-in basis.

If you need a document notarized, **DO NOT SIGN** the document until you are in front of the notary. The notary *must* witness your signature and verify your identity by checking your ID card.

If you need certified copies of a document, please bring the original document to our office. We cannot make certified copies of anything without the original document!



Our office is **NOT** authorized to make certified copies of the following documents: court records, divorce decrees, birth certificates, marriage certificates, death certificates, car titles, military ID cards, U.S. Passports, LES statements, medical records, and all foreign documents*. You must contact the office that issued you the above documents if you need certified copies of them. If you need certified copies of your military medical records, please go to the PAD office at the Health Clinic. If you need certified copies of your military ID card or U.S. Passport, please go to the Passport Office in Building 40 on Conn Barracks. You may go to www.vitalchek.com to order certified copies of birth certificates, marriage certificates or death certificates.

*We are authorized to make certified copies of foreign passports or foreign ID cards **ONLY** for the purpose of obtaining an ITIN (Individual Taxpayer Identification Number) from the IRS in order to file a joint federal income tax return. Our office provides legal counseling on a variety of American and German legal issues:

- Family Law: counseling on divorce, marital separation, child custody, child support (Our office does NOT actually do divorces or legal separations, or decide on child custody issues! We do not have jurisdiction to do so.)
- Estate Planning: wills, living wills, durable power of attorney for health care
- Real Property: landlord-tenant disputes
- Economic: disputes over car sale transactions, promissory notes, insurance problems, personal debts, credit problems
- Civilian and military administration: rebuttal or appeal letters to FIUPLs, OERs, etc.
- Torts: traffic accidents
- Civilian Criminal matters: misdemeanors, offenses and crimes committed by Family members; actions taken by Civilian Misconduct Office

Attorneys are not authorized to give legal advice, information or counsel over the phone or by email. You must make an appointment to speak to an attorney, and you must be here in person. If you are sending your spouse to talk to an attorney on your behalf regarding your legal issue, you must first give your spouse a Power of Attorney. Please call the front desk to schedule an appointment. Please be aware that if you are considered to be a conflict of interest (the opposing party has already been here to discuss the same or relevant legal issue), then you can not come to our office to speak to an attorney for information, counseling or guidance.

Subject: Lawsuits in the U.S.A.

Soldiers (but not their family members) are covered by the Service Member's Civil Relief Act (SCRA). It provides some protection regarding certain civil (not criminal) matters for legal issues happening in the U.S. only. Germany does not recognize the SCRA and does not grant the same protection to soldiers who are having legal issues in Germany.

Subject: Legal Information Handouts

We have many information handouts available to the public. The following is a partial list of what we have available:

- Adoption
- Banks and Bills
- Born in Germany
- How to Get Married in Germany, Denmark or Another EU country
- Basics of German Tax Law and Estate Tax Law
- Commercial Solicitation
- Child Custody Overseas
- Dogs in Germany
- Drinking and Driving Rules in Germany
- Enforcing Child Support
- U.S. Embassy and Consulate Information
- Garnishment and Involuntary Allotment
- Spousal Employment in Germany
- German Landlord-Tenant Law and Rental/Lease Law
- Hiring Household Helpers in Germany
- Illegitimate Paternity Rules in Germany
- Powers of Attorney
- Telephone Rules in Germany / German Telephone Contracts

- The Sale and Purchase of Used Cars in Germany
- Car Repair Rules in Germany
- Service of Process from the U.S. to Germany (The Hague Service Convention)
- Cancelling and/or Altering German Contract for a PCS Move
- Living Wills (Advance Medical Directives)
- Support for Separated Family Members – AR 608-99

Tax Assistance Center

Conn Barracks, Bldg. 30 (subject to change)

DSN: 353-8992, Civilian: 09721-96-8992

The Schweinfurt Tax Center is open during the tax season only, not year-round. Please call the Legal Assistance Office (DSN: 353-8384, Civilian: 09721-96-8384) to verify when and where tax services will be available.

U.S. Citizens who reside abroad have an automatic 60 days extension to file their income tax returns, which makes the deadline June 15 instead of April 15.

Although June 15th is the deadline to file, if you owe taxes you must pay them by April 15th in order to avoid having interest and late fees assessed against you.

Please bring the following documents to your tax filing appointment:

- Military ID Card or family member ID card
- Social Security Card or ITINs for all persons listed on your tax return
- Copies of last year's federal and state tax returns, if available
- Routing and account number to your bank account if you want to direct deposit your refund (ATM/debit/credit cards do not contain this information.)
- Power of Attorney for joint filers if one spouse is not able to make the appointment
- W-2 Forms, 1099 Forms showing interest you made, other tax documents showing any income. You can print your W-2 Forms from MyPay or get them from the Finance Office. Leave and Earnings Statements (LES) are not required unless it is to help explain withholding amounts.

If you recently married someone who is not a U.S. citizen, then you will need to get your spouse an Individual Taxpayer Identification Number (ITIN) if you plan on doing a married filing joint return. The IRS requires that everyone listed on a tax return must have a number, either a Social Security Number or an ITIN. To apply for an ITIN, your spouse will have to fill out a Form W-7 and attach a certified copy of his or her passport. Please come to Legal Assistance with the passport to get a certified copy of it made. You can either submit the W-7 early to the IRS, or submit it along with your tax return by mail to the IRS. Go to www.irs.gov for more information and type "W-7" in the search box at the top, or call the Tax Center during opening hours.

Please do not confuse the Tax Center with the Tax Relief Office, which is located at Ledward Barracks in the Commons, and issues Value Added Tax (VAT) Relief Forms.

Civilian Misconduct Action Authority (CMAA)

The Garrison Commander acts as the Civilian Misconduct Action Authority (CMAA) and is responsible for tracking civilian misconduct within the Schweinfurt military community, keeping all relevant parties informed of misconduct issues and taking appropriate action in response to misconduct. CMAA takes action against individual offenders, but also watches for trends and problems in the community and works to address those through talking with law enforcement, chain of command and members of the community. The Assistant Misconduct Action Authority (ACMAA) assists the Garrison Commander in these functions.



AE Regulation 27-9, para 4d, makes it the sponsor's responsibility to make every effort to prevent misconduct by Family Members. In the event of misconduct, this regulation also permits Civilian Misconduct Action Authority to take a host of administrative actions against those who fail to maintain good order and discipline.

CMAA applies to persons not on active duty but who receive individual logistical support from the US Forces, to include:

- Family members of US military members
- DoD civilian employees & their Family members
- US Military retirees & their Family members
- Government contractors & their Family members

Examples of Civilian Misconduct:

- Violation of Failure to Supervise Children Policy, Policy Memorandum #5-3
- Violation of Housing Disturbance Policy, Policy Memorandum #1-6
- DUI/DWI
- Domestic abuse
- Aggravated assaults
- Shoplifting
- Illegal drug possession and use

Types of action taken against offenders:

- Memorandum of Warning
- Community service
- Counseling programs
- EROD (returned to CONUS)
- Bar to Post (USAG-wide or USAREUR-wide)

CIVILIAN MISCONDUCT OFFICE (CMAA)
BLDG 206, RM. 105, LEDWARD BARRACKS
DSN 354-6955 OR COMM. 09721-966955
Mon – Fri 0830-1730

PETS

Schweinfurt Veterinary Treatment Facility

72nd Medical Detachment (VS) Squad
Building 81, Conn Barracks
CMR 464
APO, AE 09226
Phone: DSN 353-8359
Phone: Civilian 09721-96-8359
M-F 0800-1600

Mission

The primary mission of the Schweinfurt Veterinary Treatment Facility is to provide:

- . Medical support for military working dogs
- . Control of Zoonotic diseases (diseases that can be transmitted to humans)
- . Deployment training

Please understand that mission requirements may reduce availability of veterinary care for personal pets.

Services

- Pet registration, required on an annual basis.
- Routine vaccinations
- Health certificate
- Sick call appointments
- Spay/neutering/surgeries
- Dental cleaning



Policies

1. All animals must be properly restrained while in the Veterinary Clinic (cats in carriers and dogs on a leash)
2. Please inform the Vet Clinic of cancellations 24 hours in advance, so the appointment is available for others.
3. No-Show Policy:
 - a. if you are more than 30 minutes late
 - b. if you fail to cancel appointment in advance
 - c. if you fail to come to an appointment
 - d. Three no-shows in six months will result in the loss of service for 6 months
4. The clinic will make every possible effort to see emergency cases during normal business hours. You **must** call to make sure a vet is available. They do not provide 24 hour service. For most emergencies, they will refer you to a German veterinary clinic.
5. If you wish to adopt a pet, the vet clinic maintains a list of animals that need homes and of people looking to adopt pets.

Vaccination Schedules

Puppies and Dogs:

Puppies should be vaccinated with a Distemper combination at 8, 12, 16 weeks of age and every year thereafter.

Bordatella/ Kennel Cough is given four to six weeks before boarding, as it is only good for six months. Many kennels require this vaccine.

Kittens and Cats:

Kittens should be vaccinated with a feline combination (commonly referred to as Feline Distemper) at 9, 12, 15 weeks and every year thereafter.

Leukemia vaccine may be given after a negative test at any time with a booster three weeks later and every year thereafter.

Both dogs and cats should be given a rabies vaccination at 12 weeks of age and every year there after.

(Some vaccinations are effective for three years, and are now okay for overseas.)

Traveling with Pets

As of 1 Aug 2007:

Coming to Europe

Pets traveling from the US to Germany must have a USDA certified health certificate, a form of identification, i.e., an ISO microchip, or tattoo.

PCSing with your pets

Dogs and cats require a health certificate issued within 10 days of flight. They must have a valid rabies certificate. Exotic animals may require import permits and may not be allowed entry into every country. Birds require special consideration, so plan at least six months preparation for them. Locations such as Hawaii, Japan and the UK require blood work more than 6 months prior to travel, so plan ahead! Please contact the Vet Clinic for additional information. **DSN 353-8359 CIV 09721-968359**

Traveling in Europe

Pets traveling from one European Union (EU) country to another are required to have a EU Pet Passport (Heimtierausweis) and a microchip as a form of identification.



Pet Passports

We can provide you with an EU Passport. Also, EU pet passports can be issued by our German veterinarian or by EU veterinarians (local veterinarians). The following vets will put a microchip in your pet and issue a pet passport for the cost of about 37€. If you only need the pet passport, the cost is about 25€.

Niederwerrn

Dr. Barbara Loeffler 09721-74070
Dr. Hans Fischer 09721-40740

Bad Kissingen

Dr. Fischer 0971-2875
Dr. Heiko 0971-2657

Schweinfurt

Dr. Stoessel 09721-25778
Dr. Rodger & Cornelia Horch 09721-541881
Dr. Michael Gode 09721-387420

Würzburg

Dr. Thevis 0931-69017

Werneck

Tierklinik Ettlleben 09722-1255

Bamberg

Dr. Clemens Meier 0951-01500

If taking your pet to a vet off post, always remember to update your pet's records at the vet clinic also!!!

Is Your Dog ILLEGAL?

Information regarding dogs considered dangerous in Bavaria

Dogs are considered dangerous if they are (a) vicious, (b) aggressively jump at human beings and animals, or (c) show a tendency to chase or attack game and other animals.

The breeding or crossbreeding of fighting dogs is prohibited and violations will be fined up to €50,000. Local authorities must grant permission to own a fighting dog. This permission will only be granted under very strict prerequisites.

Extremely Dangerous Illegal Fighting Breeds that are Prohibited in the State of Bavaria

- American Staffordshire Bullterrier
- Bandog
- Bull Terrier Tosa-Inu
- Pitbull
- Staffordshire Bullterrier

This includes dogs mixed with any of the above breeds.

Dangerous Breeds: (Until determined otherwise)

Alano American Bulldog Bull Mastiff Bull Terrier Canario (Dogo Canario) Cane Corso Dogue de Bordeaux Fila Brasileiro Mastiff Mastin Espanol Mastino Napoletano Perro de Presa Perro de Presa Mallorquin Rottweiler	<p><i>All dogs must be registered IMMEDIATELY upon arrival in Germany. While there are no costs for registering these dogs, the owner may be told at the German Office for Safety and Environment that the dog will have to be taken to a special GERMAN veterinarian to be TEMPERAMENT TESTED. The cost for this test is borne by the owners. The VTF maintains a list of German veterinarians authorized to perform the testing.</i></p> <p><i>The fine for having an unregistered dog.....THE SKY'S THE LIMIT!!!! Really, there is no set fine...but there will be a fine.</i></p> <p><i>Dogs are registered at the Öffentliche Ordnungsahnt fürUmweltfragen (Office for Safety and Environment). The granting of a permit may be combined with certain requirements, such as keeping the dog on a leash and/or use of a muzzle. It may also be required to keep the animal locked up. Please remember this is a German office and there may not be anyone available who speaks English!</i></p>
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If you have any questions please contact your local military or civilian veterinarian.

Let Us Know What You Think

The Schweinfurt Army Community Service Center team hopes you have found this Welcome Book helpful in your transition to the Schweinfurt community. If there is any community service or program that you have not found listed here but you think should be included, please let us know. We hope to make this Welcome Book as comprehensive as possible and include those things that you, the newcomer to Schweinfurt, believe are beneficial.

Please take a moment to fill out the form below and let us know how we can improve. You may cut it out, fold it and send it to us (no postage necessary) through the Military Postal System. Or you can drop it off at your Army Community Service Center (ACSC), Building 242, Ledward Barracks.

Thank you for helping us serve you better!

Schweinfurt Welcome Book 2009 edition

Please add the following information to the next edition of the Schweinfurt Welcome Book:

Name of service/office: _____

Important details: _____

Name of service/office: _____

Important details: _____

If you have any questions, please contact:
*Information and Referral Program
Army Community Service Center
DSN 354-6933 or
Civilian 09721-96-6933*

**Don't forget to visit the ACS webpage for more
of our flyers, booklets, and much more!
Locate ACS under the Community Services link
at:
www.TeamSchweinfurt.com**

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