

Department of Homeland Security U.S. Coast Guard BASEALAHSG-035 (05/14)		<b>UPH BERTHING REQUEST AND          AVAILABILITY/NON-AVAILABILITY FORM</b>	
<b>SECTION A:          MEMBER INFORMATION</b>			
1. Name (Last, First, M.I.):		2. Rate/Rank:	3. EMPLID:
4. Unit Information (Name, OPFAC, Address, POC, and Phone #): CCGEleven (dpa-n) Auxiliary Director of Auxiliary d11auxnorthern@uscg.mil			
5. Dates Lodging Needed:  a. Check – in:      Check- Out:      Total # of nights:  b. Check – in: _____      Check- Out: _____      Total # of nights: _____			
<b>SECTION B:          MEMBER’S SUPERVISOR INFORMATION &amp; APPROVAL (as required)</b>			
1. Supervisor (Name, Unit, Phone):  BOSN 4 Douglas Leavell, Operations Training Officer, CCGDELEVEN (dpa-n), 510-437-3315			
2. Comments:			
3. Signature:		4. Date:	
<b>FOR OFFICE USE ONLY</b>			
<b>SECTION C:          MAA AUTHORIZATION</b>			
1. AVAILABILITY <input type="checkbox"/>  NON-AVAILABILITY <input type="checkbox"/>		2. Comments:	
3. Room #	4. Bed #	5. MAA Signature:	6. Date:
All members must bring a copy of their orders upon checking in. For after Hours Check-in contact the Base Alameda Watch stander at (510) 469-3896. Please ensure the UPH Instruction Packet is returned upon check out. For any questions please contact the MAA at the UPH Office (510) 437-3535 during normal working hours.			Non-Availability Issuance # _____