

Space-A Available Travel the Basics:

A. What is Space-A Travel

Uniformed Services Space-A Travel or **Department of Defense Military Space-Available Travel** is a means by which uniformed members of [United States](#) services, [reservists](#) and retirees, [United States Department of Defense](#) civilian personnel (under certain circumstances), and each of these groups' dependents are permitted to travel on aircraft under the jurisdiction of the [United States Department of Defense](#) when excess capability allows.

B. Space Available Travel Eligibility

A complete listing of eligible passengers by category is contained in DoD 4515.13-R.

The following is a partial listing of eligible individuals.

Category I:

- Emergency travel on a round-trip basis in connection with serious illness, death, or impending death of a member of the immediate family of the following:
- United States citizen civilian employees of the DoD stationed overseas.
- Full-time, paid personnel of the American Red Cross serving with United States military services overseas.
- Uniformed service family members whose sponsors are stationed within the Continental United States (CONUS) and the emergency exists overseas.
- Family members of United States citizen civilian employees of the DoD when both sponsor and dependents are stationed overseas at the same location.

Category II:

- Sponsors on environmental and morale leave (EML) and accompanied family members.
- DoD Dependent School (DoDDS) teachers and their accompanied family members in EML status during school year holiday or vacation periods.

Category III:

- Members of the uniformed services in an ordinary or re-enlistment leave status and uniformed services patients on convalescent leave. Members on convalescent leave may not travel overseas unless their leave form is so annotated.
- Military personnel traveling on permissive temporary duty (TDY) orders for house hunting.
- If the permissive TDY is for the purpose of permanent change of station house hunting, the member travels in Category III and can be accompanied by one family member.
- Dependents of military members deployed for more than 365 consecutive days.
- Bona fide family members (up to age 23 with a valid identification card) of a service member of the uniformed services when accompanied by their sponsor who is in an ordinary leave status within overseas areas between overseas stations and air terminals in the CONUS.
- This privilege does not apply to travel of dependents to or from a sponsor's restricted or unaccompanied tour location or to travel in a leave status to or from TDY locations. It applies only to round-trip travel to an overseas area or the CONUS with the sponsor. DoD 4515.13-R restricts use of these privileges to establish a home for family members in an overseas area or the CONUS.

Foreign exchange service members on permanent duty with the DoD, when in a leave status.

Category IV:

- Dependents of military members deployed for more than 120 consecutive days.
- Unaccompanied family members (18 years or older) traveling on EML orders. Family members under 18

must be accompanied by an adult family member who is traveling EML.

-DoDDS teachers or family members (accompanied or unaccompanied) in an EML status during summer break.

Category V:

-Unaccompanied Command-sponsored dependents.

-Students whose sponsor is stationed in Alaska or Hawaii.

-Students enrolled in a trade school in the CONUS when the sponsor is stationed overseas.

-Military personnel traveling on permissive TDY orders for other than house hunting.

Category VI:

-National Guard/Reserve components/members of the Ready Reserve and members of the Standby - Reserve who are on the Active Status List.

-Retired military members who are issued DD Form 2 and eligible to receive retired or retainer pay.

-Family members (with a valid identification card) of retired members when accompanied by a sponsor.

NOTES:

A. Space available (Space A) eligible travelers may not use their privilege for personal gain or in connection with business enterprises or employment. Space A travel may not be used to establish a home or when international or theater restrictions prohibit such travel.

B. Remember Space A seats are normally identified as early as 3-4 hours and as late as 30 minutes prior to departure. Recommend you check with the passenger service center for the space available show time for your flight prior to departing the terminal. Be ready for immediate processing and boarding.

C. Where do you catch Space-A flights

Where do you want to depart from, and where do you want to go? What common destinations are offered at your nearest AMC Passenger Terminal? <http://www.amc.af.mil/shared/media/document/AFD-110126-037.swf>

D. Flight Schedules

<http://www.amc.af.mil/shared/media/document/AFD-120211-037.pdf>

Do I have the proper Documents?

Do you have all your travel documentation (e.g., leave paperwork, valid Uniformed Services ID, visa, passport)? Click here to learn about <http://www.amc.af.mil/amctravel/travelguidance.asp>

How do you sign up for travel?

Registration

You have many choices to register for Space-A travel: In-person, remotely by fax, postal mail or e-mail. You can register in-person at the AMC Passenger Terminal by speaking directly with a passenger service agent. Other options are to fax or mail your request to the passenger terminal, or use the Web-based sign-up on the AMC Travel web site. AMC Passenger Terminals will accept email sign-ups from other than the AMC Web Site; however, AMC is not responsible for lost, delayed or incorrect information on sign-ups from those sites. Customers who have issues with sign-ups from other than AMC sites must contact that site for resolution or sign up at the time you present yourself at the terminal. We recommend that you keep a copy of the sent email for your records.

To sign-up for Space Available (Space-A) travel via e-mail.

<http://www.amc.af.mil/shared/media/document/AFD-120206-044.swf>. **Travel Tip:** Print a copy of your sent e-mail and keep it in your possession during your travels. For a listing of Passenger Terminal e-mail addresses, check out at <http://www.amc.af.mil/amctravel/amctravelcontacts.asp>.

REMOTE SIGN-UP PROCEDURE CHANGE: WHEN UTILIZING REMOTE SIGN-UP, TRAVELERS ARE REQUIRED TO IDENTIFY THEIR STATION OF ASSIGNMENT (THE LOCAL

AREA WHERE THEIR LEAVE OFFICIALLY START/END) OR CURRENT STATE/COUNTRY OF RESIDENCE ON THE REQUEST. THIS IS TO ENSURE PASSENGER SERVICE AGENTS HAVE THE INFORMATION NECESSARY TO ADJUST THE DATE/TIME OF SIGN-UP IN REGARDS TO TIME ZONE DIFFERENCES.

Checking in

At the AMC Passenger Terminal, Space-A passengers can check-in at the counter or use the kiosk to mark yourself present. Review updated flight information.

E. Space A Baggage Allowance

Each passenger may check two pieces of checked baggage, 70 pounds each, up to 62 linear inches (length plus width height) in size. Family members may pool their baggage allowances. Hand-carried baggage must fit under the seat or in the overhead compartment, if available. Standard issue B-4 duffel bags are authorized to weigh 100 pounds and still considered one piece.

Hand Carried

Each passenger is permitted to hand-carry one article (small luggage, garment bags, backpack, etc.) and one personal item (cosmetic case, purse, briefcase, small boxes, packages, etc.) for storage in the passenger cabin area. The weight of these items will not be considered as part of the passenger's baggage authorization on military aircraft. Hand carried items will be no larger than 45 linear inches and must fit under the passenger's seat or in the overhead compartment. Items that are too large will not be accepted for passenger cabin storage and must be checked-in. Baggage sizers will be used to aid the passengers and the PSA in determining baggage dimensions.

AMC adheres to TSA guidelines (listed below) for hand carried baggage.

3-1-1 for carry-ons: 3 ounce bottle or less (by volume); 1 quart-sized, clear, plastic, zip-top bag; 1 bag per passenger placed in screening bin. One-quart bag per person limits the total liquid volume each traveler can bring. The 3 oz. container size is a security measure.

Consolidate bottles into one bag and X-ray separately to speed screening.

Declare larger liquids. Medications, baby formula and food, breast milk, and juice are allowed in reasonable quantities exceeding three ounces and are not required to be in the zip-top bag. Declare these items for inspection at the checkpoint.

NOTE: *Baggage weight may be limited due to type of aircraft or other restrictions. Check with your Passenger Service Center for more information.*

Excess Baggage

Excess baggage is only authorized for passengers traveling TDY or TAD on official orders. Each passenger is authorized two pieces of baggage not to exceed 70 pounds each or 62 linear inches (length plus width height). Bags larger than 62 linear inches and/or heavier than 70 pounds will be counted as two pieces. Checked baggage exceeding the allowed weight criteria will be counted as an extra piece for each increment of 70 pounds. The maximum charge per piece is \$110. Excess baggage fees for space required passengers may be paid with the Government Travel card where services are available.

Note: For Space Required travelers, standard issue B-4 duffel bags are authorized to weigh 100 pounds and

still considered one piece. Only one of these bags will be allowed. Ensure you are not traveling with any prohibited items. Await your Space-A call and follow instructions given to you by the passenger service agents.

F. From what locations can I catch A Space-A flight?

Where do you want to depart from, and where do you want to go? What common destinations are offered at your nearest AMC Passenger Terminal? [Click here to find out!](http://www.amc.af.mil/shared/media/document/AFD-110126-037.swf)<http://www.amc.af.mil/shared/media/document/AFD-110126-037.swf>

Things to consider when planning your travel

- Schedule time on either end of your travel to anticipate it taking time to get a flight.
- Signup as early as possible; as early as 1 min after midnight on the date of signup.
- Rank does not matter. First based on categories and who has been signed up the longest.
- Have a plan A, B & C.
- Be very flexible
- Stay, physically, in the terminal. Circumstances can change on very short notice.
- Keep informed from the desk at the terminal.
- Trust info from the other people in the terminal *but verify* it.
- Travel light. Thirty pounds of weight can make you qualify for Lear Jets. These are five seat jets that move around frequently and without notice.
- Travel light, this can save you time and make you more mobile.
- Read, copy and ask about everything related to Space-A travel that's in the terminal. This will make you more knowledgeable about Space-A.
- Access Military Living Books. These are a series of books from a company owned by a retired service member. Each of these books are updated every couple of years. They contain wealth information about Military Travel Benefits and U.S. Military Bases around the world.
- Mail your property to and from the location if possible.
- Plan where you are going to stay in route (See Military Living books and Motel 6)
- Have access to the Web. This gives you access to lodging and transportation at your location.

G. My experiences with Space-A travel

- I have traveled to Key West in Florida, Andrews AFB in Maryland, March AFB in California. I have stayed in the French Officers Club in Paris and Nice, France. I have educated other officers on how to access the system. One example is a Doctor whose wife is from the Marshal Islands. He has seven children. He was paying for the trip out of his own pocket. I told him about the PHS and the Space-A travel. He's now in the PHS and travels with his family, Space-A, to the Marshal Islands every year free.

H. Resources available to access information and learn more

Air Mobility Command says that Space-A travel can now be more predictable since a number of passenger terminal are using FACEBOOK to publicize more Space A Travel information. To learn more, visit the AMC

Web site > www.amc.af.mil/amctravel.

Participating Bases:

Andrews AFB, MD.

Dover AFB, DEL.

Joint Base Charleston, S.C.

JB Lewis-McChord, Wash

Little Rock AFB, Ark.

MacDill AFB, Fla.

Osan Air Base, Rep. of Korea

JB Pearl Harbor-Hickman, Hawaii

Pope AFB, N.C.

Ramstein AB, Germany

Scott AFB, Ill.

I. Space-A App on I-Phone

Available at <http://www.itunes.com/apps/milspacea>

Space-A Example Trip:

A. Pre Trip Planning

1. Sign up the first minute after midnight on the day your leave starts, if active duty.
2. Do your home work as far as common military space a locations near you.
3. Find out where plains from this location go and how often, call all the terminal, use the web, go there and speak to terminal personnel use whatever means are available.
4. Pack as light as possible. Buy when you arrive at your destination. Buy locally and dress like the locals. You do not want to stand out. Mail it home the cheapest snail mail from the military base before you leave to go home.
5. Determine the lodging availability and have the location, phone, web and e-mail of each specific location in your phone. Do not rely on 1-800 numbers.
6. Check with you phone provider for out of country use. Set your phone to airplane use to avoid huge rooming charges.
7. Get the I-phone app for signing up for space a.
8. Get military lodging info on your phone.
9. Check for TRICARE access in your area and have appropriate phone numbers.
10. Plan for emergency before it happens.
11. Determine the closet military treatment facility with physical location and phone numbers.
12. Check with your doctor and have enough medication. Get written prescriptions and keep them with you.
13. Get passport and make sure it does not expire soon.
14. Buy Rick Steve's Europe Travel Guides. They are on DVD and books this will tell you about your destination.
15. Check with the State Department for travel retraction and security. Know where the US Embassy is located with address and phone number.
16. Factor in two to three days to get a flight and three days on the end. If you get a flight the first day this is when your vacation begins. Make sure you leave two to three days on the end to get back. Take six days extra leave if you do not use three days on each end don't extend you stay at your location. Depart on schedule. When you get back you can come back to work early and not be charged the extra days leave.
17. Know your lodging options with a plan a, b & c.
18. As with anything do your homework.
19. Check with the base MWR, there are tours were only military and retired, English speakers are on board.
20. Have translation resource available.
21. Respect local laws and rules; you're not in the United States anymore.
22. Check all options as far as getting home in the event that it doesn't look like your getting out. Check with AAA travel for international airlines.
23. Ryan Air is a discount airline that traverses Europe.
24. Think of buying a Euro Rail Pass.
25. Signup for return upon arriving or just before your plan departs.
26. If no planes going exactly where you want are they going to the general area?
27. Always ask questions. The worst they can say if nothing or no.
28. Call 1800-NAVY LODGE for worldwide reservations. Ask for the free location book.
29. Go to the web a search the military travel sites.
30. DO YOUR HOME WORK!
31. Buy the Military Living Travel News Letter. Go to Military Living .com

Trip:

1. Get to the terminal as soon and as early as possible. Circumstances change some times for the good and sometimes not.

2. Stay in the Terminal and be ready to move on short notice.
3. Have plans in mind if you have to stay; lodging and transportation. Have base operator phone, does base have a shuttle, are there taxis. Make sure you have phone numbers etc. loaded in your phone ahead of time. Refer to Military Living books. Motel 6 is great and Enterprise Rental Car are great resources.
4. Check with the USO and base MWR / Recreation Center for discounts.
5. Ask the person at the desk where ever your staying they know the answers. Listen to people on the plain and in the terminal they've been Space a'ing for years.
6. Listen and talk to the people at the terminal desk frequently.
7. Pick up literature while in the terminal it is useful information.
8. Carry your medical history with your providers' info e-mail, web, and phone. Carry written prescriptions with you.
9. Have a hidden wallet or carrier around your neck for passport, money, prescriptions.
10. Have copies of all important documents.
11. Use the safe in your hotel to keep copies of all important documents.
12. Stay where other people are at. Stay in well lit areas. Check with Hotel desk about places to avoid.
13. Check in with your loved ones and your hotel so they know where you are and that you're ok. Have set time that you will call.
14. Use Day/Week passes for metro and public transportation.
15. Do NOT WEAR UNIFORM or while off base describe yourself as military.
16. Make up a non-military title as far as what you do for a living.

Departure:

1. Mail souvenirs back home include insurance. Mail from the military base. Mail everything you absolutely do not need on your way home.
2. You can also donate to you base Thrift Store. You just got a very expensive ride for free; give back.
3. Write down lessons learned along the way for next time.
4. Depart insuring at least 2-3 days to get home.
5. If no planes going exactly where you want are they going to the general area? You can ride Greyhound if you have to. The nice thing is they are cheap and give a military discount.
You can also ride AMTRACK again they have a military discount.