

Welcome aboard Navy Medicine Readiness and Training Command (NMRTC) Bremerton to our newly arriving personnel and family members!

NMRTC Bremerton is dedicated to ensuring all reporting Sailors and their family members are given every opportunity for a successful and productive duty assignment.

NMRTC Bremerton Sponsor Information/Pre-check in requirements:

Find out whom your assigned sponsor is by filling out the information below then copy and paste into an email and send it to: [usn.kitsap.navhospbremertonwa.list.sponsor-coordinator@mail.mil](mailto:usn.kitsap.navhospbremertonwa.list.sponsor-coordinator@mail.mil).

Full Name:

Rank/Rate:

Officer Corps Designation:

Detach Date:

Estimated Date (of) Arrival:

Married:

Dependents:

Family Accompanying:

Family Enrolled in EMF (if 'yes,' please add special needs):

Mailing Address Street:

Apt./Unit/other:

City:

State:

Zip/APO/FPO:

Phone Number:

Email address:

Arriving Via (POV/Air):

Additional Remarks:

### **MAILING ADDRESS**

NAVY MEDICINE READINESS AND TRAINING COMMAND BREMERTON  
ATTN: HR DEPARTMENT (MILITARY)  
ONE BOONE ROAD  
BREMERTON WA 98312

### **PCS PRE-ARRIVAL CHECKLIST**

Read your orders, look for screenings, OBLISERVES, and restrictions on travel.

Contact your sponsor (make sure to fill out the request form in its entirety).

Research travel allowances and/or entitlements.

Choose check-out date.

Set up household goods move.

Arrange lodging at current and prospective locations.

Update Page 2 and Servicemen's Group Life Insurance (SGLI).

Follow your command checkout process.

Check out with Personnel Support Detachment (PSD).

**DOCUMENTS TO BRING** (if applicable)

Copies of orders  
Health records  
Dental record  
Marriage certificate (if married en-route to next duty station)  
Address of personal will  
Page 2 (and any other emergency data information)  
SGLI  
Transfer Eval (if applicable)  
Letters of Extension (if applicable)  
Preferred Information Memorandum (if applicable)  
Copy of current PRIM  
Any and all receipts (of travel from former duty station to current command)

**NMRTC BREMERTON CHECK-IN PROCESS**

All military personnel reporting will check-in as follows:

Monday-Friday, 8:00 a.m. to 4:00 p.m.

Report to Human Resources Office

Bldg. 1

Third Deck

Room 3513 in appropriate Dress Uniform.

If you arrive after hours, on weekends, or a federal holiday

Contact the Command OOD or CDO, Bldg. 1, Phone Number 360-271-9794 or 360-621-4238 for endorsement of your Original Orders (personnel checking in will be in the uniform of the day).

The first actual check-in/working day will be done in your Dress uniform.

## **DIRECTIONS/TRANSPORTATION:**

Before arriving at SEATAC International Airport you can book a reservation for transportation from the airport with Bremerton-Kitsap AIRPORTER Inc. The Sound Connection via website at: <https://www.kitsapairporter.com/> or by phone at: (360)876-1737.

If you are arriving via SEATAC International Airport and need assistance, there is a USO facility located on the second floor of the main terminal (mezzanine Level) that will assist in obtaining transportation via the Kitsap-SEATAC airport shuttle service to NMRTC Bremerton.

If unable to utilize USO services, go to baggage claim level (located inside the main terminal) and go to door 00, just outside there is a designated pick-up parking space for shuttles. To purchase a Kitsap Airporter shuttle ticket wait for the driver to arrive, upon their arrival you can purchase your ticket from the driver. Once you have purchased a ticket, please ensure that you are ready to depart 10 minutes before the scheduled departure. The shuttle service runs 20-past the hour, every hour, and takes approximately one hour (contingent on traffic, shuttle stops, and weather conditions) to reach Bremerton drop-off locations.

The cost of the shuttle is approx. \$21-36 (one way per ticket) and is reimbursable upon liquidation of your travel claim.

















The Shuttle Route will take you from SEATAC Airport to Kitsap/Bremerton with several drop-off areas:

Baymont Inn  
5640 Kitsap Way  
Bremerton, WA 98312

Burwell 76 (Gas Station)  
2550 Burwell St,  
Bremerton, WA 98312

Once you are dropped off, contact the OOD - 360-271-9794 or 360-621-4238 - for duty driver pick-up arrangements, with the location of pickup.

## DRIVING DIRECTIONS

<b>FROM: SEATAC, WASHINGTON TO: NMRTC BREMERTON ONE BOONE ROAD,</b>		
	Get on I-5 S from S 176th St and Military Rd S	2.4 mi.
	Head north on International Blvd/Pacific Hwy S toward S 176th St	0.1 mi.
	Turn right onto S 176th St	0.1 mi.
	Turn right onto Military Rd S	0.9 mi
	Use the middle lane to turn left onto s 188th St	180 ft
	Slight right to merge onto I-5 S	0.3mi
	Continue on I-5 S. Take WA-16 W to Austin Dr in Bremerton. Take the Austin Dr exit from WA-3 N	
	Merge onto I-5 S	15.9 mi
	Keep left at the fork to stay on I-5 S	3.2 mi
	Take the exit toward WA-16 W	0.1 mi.
	Keep right at the fork to continue on Exit 132B, follow signs for WA-16 W	0.5 mi
	Keep left and merge onto WA-16 W	26.9 mi
	Merge onto WA-3 N	4.3 mi
	Take the Austin Dr exit	0.3 mi
	Continue on Austin Dr to your destination	1.2mi
	Turn right onto Austin Dr	0.8mi
	Turn right onto Higbee Rd	0.3mi
	Turn left onto Boone Rd	0.1mi
	Turn right	249 ft
	<b>Total mi:</b>	<b>54.8</b>
	<b>Estimated Trip Time:</b>	<b>1 hour</b>